

Historic, Archive Document

Do not assume content reflects current scientific knowledge, policies, or practices.



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL MARKETING ADMINISTRATION
WASHINGTON, D. C.

September 10, 1942

Library

To: ~~J. B. Wyckoff~~, Assistant to the Administrator

From: C. F. Kunkel, Chief, Distribution Branch
C.F.K.

The attached folder was originally prepared and distributed to the Regional Administrators during a recent conference held in the Washington office.

In view of a number of requests from Agricultural Marketing Administration Branch and Division heads for copies, an additional supply has been prepared and a copy is attached for your use.

Attachment



JUL 14 1943

USA
LIB

1.942
A2P75
Reserve

AMA
DISTRIBUTION BRANCH
Policy & Procedure

JUL 14 1949

USDA
LIB

UNITED STATES
DEPARTMENT OF AGRICULTURE
LIBRARY



BOOK NUMBER 1.942
A2P75

Reserve: 539291
exo 8-7871

AGRU
811

539291

Reserve

OCT 10 1945

GENERAL

I -- GENERAL

A - Introduction

B - Description of Distribution Branch Programs

C - Domestic Distribution Programs of the Agricultural Marketing Administration - June 1942

D - Washington Office Letter No. A-1 --

Introducing Distribution Branch
Washington Office Letter Series

E - Washington Office Letter No. A-2 --

Organization of Washington Office,
Distribution Branch

F - Washington Office Letter No. A-3 --

Personnel Assignments in Washington Office,
Distribution Branch

G - Washington Office Letter No. A-4 --

Distribution Branch Program Report

I - GENERAL

- A - Introduction
- B - Description of Distribution Branch Program
- C - Domestic Distribution Program of the Agricultural Service - June 1962
- D - Washington Office Letter No. 1-1 -
Literature Distribution Branch
Washington Office Letter No. 1-2
- E - Washington Office Letter No. 1-3 -
Registration of Distribution Branch
Literature Distribution Branch
- F - Washington Office Letter No. 1-4 -
Personnel Assignments in Washington Office, Distribution Branch
- G - Washington Office Letter No. 1-5 -
Distribution Branch in Foreign Service

October 19, 1964

Mr. J. Edgar Hoover, Director

The following information was obtained from a review of the files of the Federal Bureau of Investigation, Department of Justice, regarding the activities of the Central Intelligence Agency, Office of Operations, in the United States, during the period from 1950 to 1960.

The information was obtained from a review of the files of the Federal Bureau of Investigation, Department of Justice, regarding the activities of the Central Intelligence Agency, Office of Operations, in the United States, during the period from 1950 to 1960.

The information was obtained from a review of the files of the Federal Bureau of Investigation, Department of Justice, regarding the activities of the Central Intelligence Agency, Office of Operations, in the United States, during the period from 1950 to 1960.

The information was obtained from a review of the files of the Federal Bureau of Investigation, Department of Justice, regarding the activities of the Central Intelligence Agency, Office of Operations, in the United States, during the period from 1950 to 1960.

C. T. Kunkel

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Washington, D.C.

August 27, 1942

ELIGIBILITY FOR FOOD PROGRAMS

A brief description of the background information on the program of the Marketing Service is given in the attached leaflet which is of the type of public information on public distribution program and food program. These programs are operated under the direction and supervision of various offices in Agriculture with collection furnished by the Agricultural Marketing Administration and the Marketing Service.

I. Public Distribution Program.

Advances in food through the Agricultural Marketing Administration are facilities which are for the use of public assistance in approved program of public or semi-public distribution. The program is given through the Food Stamp program to those families who are in need of additional food. The program is given through the Food Stamp program to those families who are in need of additional food.

The Agricultural Marketing Administration has entered into agreements with state and local welfare agencies for the operation of both family distribution programs. These agencies are responsible for the determination of eligibility of cases and for the issuance of food stamps or commodities. Food stamps are issued for purchase through United States Treasury distributing offices. Commodities are distributed to state welfare agencies for direct distribution to participants.

The general eligibility requirement is that each case certified for participation in a family distribution program must be investigated and found to be eligible for an established form of public assistance and in need of additional food. Determination of eligibility for distribution program is generally extended to the same time and in the same process as eligibility for the public assistance, and periodic reviews are required at the same time that they are made for the public assistance. Categories generally included are those families who are receiving benefits and who are receiving or are eligible to receive old age assistance, aid to dependent children, aid to the needy blind and direct relief. Youth Projector Administration cases eligible of security wages or those existing assignments and Farm Security Administration assistance cases are also eligible in some cases.

It is the fundamental purpose of the family distribution program to increase the consumption of food products in order to expand the farm market. The Food Stamp program provides increased purchasing power for eligible families so that they may buy additional food and quantities of foods that are in surplus or are in surplus with unfavorable conditions affecting the particular affected items. Commodities are given

III. Special Will Program.

Here will be poor children—through forwarding arrangement of wills required by getting. Willows—to support and maintain. Willows for wills for children—in the purpose of the Special Will program.

The program provides for the diversion of wills from use in the production of money, either for surplus and purposes in the field use of wills. Agreements are entered into by the Agricultural Marketing Administration with sponsors for non-profit schools and child welfare centers. The sponsors arrange for the purchase and distribution of wills and pay the processing and distribution costs. The Agricultural Marketing Administration indemnifies the sponsor for the price of the will paid to producers. This program price is that which is paid to producers, e.g., the grower's price, for class I wills, except where special class prices are designated in Federal and state marketing orders.

All children in approved schools and child welfare centers are furnished wills through this program. The charge for wills is one cent per pound per half pint. There is no distinction in the matter of wills if a child is a child or a child or a child. The sponsor pays for the wills at an amount to children wills to pay 1 cent.

The processing and distribution costs paid by the sponsor are not partially by the 1 cent per half pint will be children. The wills are not at all times together with any necessary purposes the Agricultural Marketing Administration indemnification and willows' payments as required to the actual cost to the sponsor are not less than the price of the wills available to the sponsor. Sponsors may include such entities as the school or child welfare center itself or the governing authorities or groups such as the Parents Teacher Association, church and various civic organizations.

IV. Commodity Allocation for Distribution.

Commodities are allocated to non-profit elementary institutions where supplies available are in excess of the needs of the Direct Distribution and Commodity School Lunch programs.

V. Winter School Program.

Programs for thousands of children during winter months have been demonstrated because of limitations of funds and to risk of the fact that winter months are operating generally at full capacity to supply children and school children. These programs provided for the use of winter months in the purchase of 100% American winter goods under a production similar to that of the Food Stamp program. The two programs have been

4. Cotton Stamp Program. Persons receiving public assistance were eligible to participate in the Cotton Stamp program. Participants were required to purchase green cotton stamps in approximately the same value as they normally purchased cotton goods. Green cotton order stamps were given in value of from 25 to 100% and were used for the purchase of cotton goods.
5. Supplementary Cotton Stamp Program. The Agricultural Marketing Administration furnishes cotton order stamps for distribution through the Agricultural Adjustment Administration to cotton producers who received cotton storage below the 1941 production or the 1942 allotment, whichever was lower. A maximum of \$25.00 in cotton order stamps could be received by an individual producer. As an example, a producer normally producing 250 pounds of lint cotton per acre, with an allotment of two acres would receive \$25.00 worth of cotton order stamps if he reduced his savings to 2 acres.

VI. National Food Campaign.

The Distribution Branch cooperates with the Marketing Service Division in disseminating information on designated Victory Food Campaign through the newspapers and over the radio. This is a marketing approach designed to encourage the consumption of foods essential to proper nutrition during their periods of greatest supply. It is a campaign to encourage greater consumption of specific items during the peak of the production season, and to assist in the solution of transportation, packing, processing and storage problems and in the avoidance of waste of essential foods through lack of normal market demand.


C. F. Doherty
Chief, Distribution Branch

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

DOMESTIC DISTRIBUTION PROGRAMS
OF THE
AGRICULTURAL MARKETING ADMINISTRATION
JUNE 1942

Economic Analysis Division

A.M.A. - D.D.P. - 5

July 25, 1942

TABLE 1. SUMMARY OF JUNE PARTICIPATION IN AMA DOMESTIC DISTRIBUTION PROGRAMS

Region	Food Stamp		Direct Distribution		School Lunch
	Program		Program		Program
	Participation	Blue Stamp Issuance	Participation		Participation
West	350,833	\$1,060,111.50	46,362		218,734
Midwest	820,857	2,424,358.50	555,397		263,631
Northeast	754,706	2,448,977.75	548,176		576,520
South	923,208	2,184,548.00	1,312,053		112,024
Caribbean	4,486	8,447.50	473,126		45,144
Totals	2,854,090	\$8,126,443.25	2,935,114		1,216,053

SUMMARY

An estimated 8.2 million persons in the continental United States received public assistance in June, compared with the seasonal high point of 9.9 millions in January 1942. It is probable that there will be a continued decline in the number of persons supported by public funds through the summer months and into the fall.

In June, 5.8 million persons in family groups including 478,000 persons in Puerto Rico, the Virgin Islands and Hawaii participated in AMA food programs; 1.2 million children participated in the School Lunch Program. Food distributed: 156.5 million pounds valued at 13.0 million dollars.

For Fiscal Year: Food Stamp and Direct Distribution Programs: Monthly average, 7.9 million participants in families; School Lunch Program average, 4 million children; total food distributed, 3,227.6 million pounds, valued at 203.8 million dollars.

1. FOOD STAMP PROGRAM. June participation: 2.9 million persons. Issuance: orange stamps, 15.2 million dollars; blue stamps, 8.1 million dollars; per capita blue stamp issuance, \$2.85. Food purchased with blue stamps, 104.6 million pounds. Fiscal year: blue stamps 111.6 million dollars; per capita blue stamp issuance, \$2.70 per month; foods purchased with blue stamps 1,950.5 million pounds; average monthly participation, 3.4 million persons.

2. DIRECT DISTRIBUTION PROGRAM. June participation: 2.9 million persons in family groups; .6 million persons in institutions and special groups. Food distributed: 45.3 million pounds valued at 4.4 million dollars. Fiscal year: Monthly average, 4.4 million persons in family groups; .6 million persons in institutions; food distributed, 821.9 million pounds valued at 53.5 million dollars.

3. SCHOOL LUNCH PROGRAM. June participation: 1.2 million children in 12,500 schools. Food distributed: 6.6 million pounds valued at .5 million dollars. Fiscal year: Monthly average, 4 million children; food distributed: 455.2 million pounds valued at 38.7 million dollars.

4. MILK PROGRAMS. Estimated June participation: 500,000 children in School Milk Program; 130,000 families in Relief Milk Program.

5. COTTON PROGRAMS. Cotton Stamp Program: No programs in operation in June: Monthly average for year, 278,706 participants; \$3,510,914 total issuance of brown stamps for year, \$1.14 average per person per month. Cotton Mattress Program: 65,000 mattresses, 150,000 comforters distributed in June; 1,315,000 mattresses and 1,265,000 comforters distributed during the fiscal year.

TABLE 2. QUANTITY AND ESTIMATED RETAIL VALUE OF FOODS DISTRIBUTED
IN ALL PROGRAMS DURING FISCAL YEAR 1941-42

(Value and Quantity in Thousands)

Month and Year	Blue Stamp Program		Direct Distribution incl. inst. and others		School Lunch Program	
	Quantity	Value	Quantity	Estimated	Quantity	Estimated
	(lbs.)		(lbs.)	Retail Value:	(lbs.)	Retail Value
<u>1941</u>						
July	166,382	\$ 9,998	88,565	\$ 5,094	2,138	\$ 168
August	231,902	9,786	93,698	5,031	4,216	304
September	219,187	9,645	81,233	4,433	26,923	2,017
October	200,479	9,081	82,307	4,751	44,770	3,407
November	140,420	8,803	68,858	4,439	49,392	4,101
December	151,372	9,395	57,754	3,642	44,118	4,003
<u>1942</u>						
January	137,100	9,428	54,406	3,817	52,739	4,595
February	137,797	9,606	56,921	3,971	66,721	5,361
March	172,233	9,783	73,913	5,187	75,328	6,025
April	148,777	9,246	68,430	4,805	57,061	5,548
May	140,297	8,718	50,475	3,932	25,176	2,631
June <u>/1</u>	104,595	8,127	45,298	4,370	6,642	531
Totals	1,950,541	\$111,616 <u>/2</u>	821,858	\$53,472	455,224	\$38,691

/1 Estimated

/2 In addition, approximately \$24,000 in blue stamps were issued to education and demonstration projects.

Trends in Public Assistance and AMA Food Programs

It is estimated that in June of 1942 approximately 8.2 million persons in the continental United States were supported by public funds or WPA employment. This was a decline of less than 1.7 million persons from the seasonal peak of 9.9 millions in January 1942 and compared with the low point reached in October 1941 of 9.6 million persons. The decline from the seasonal high of only 1.7 million persons from January to June is considerably smaller than the decline of 2.5 million during the corresponding period of last year.

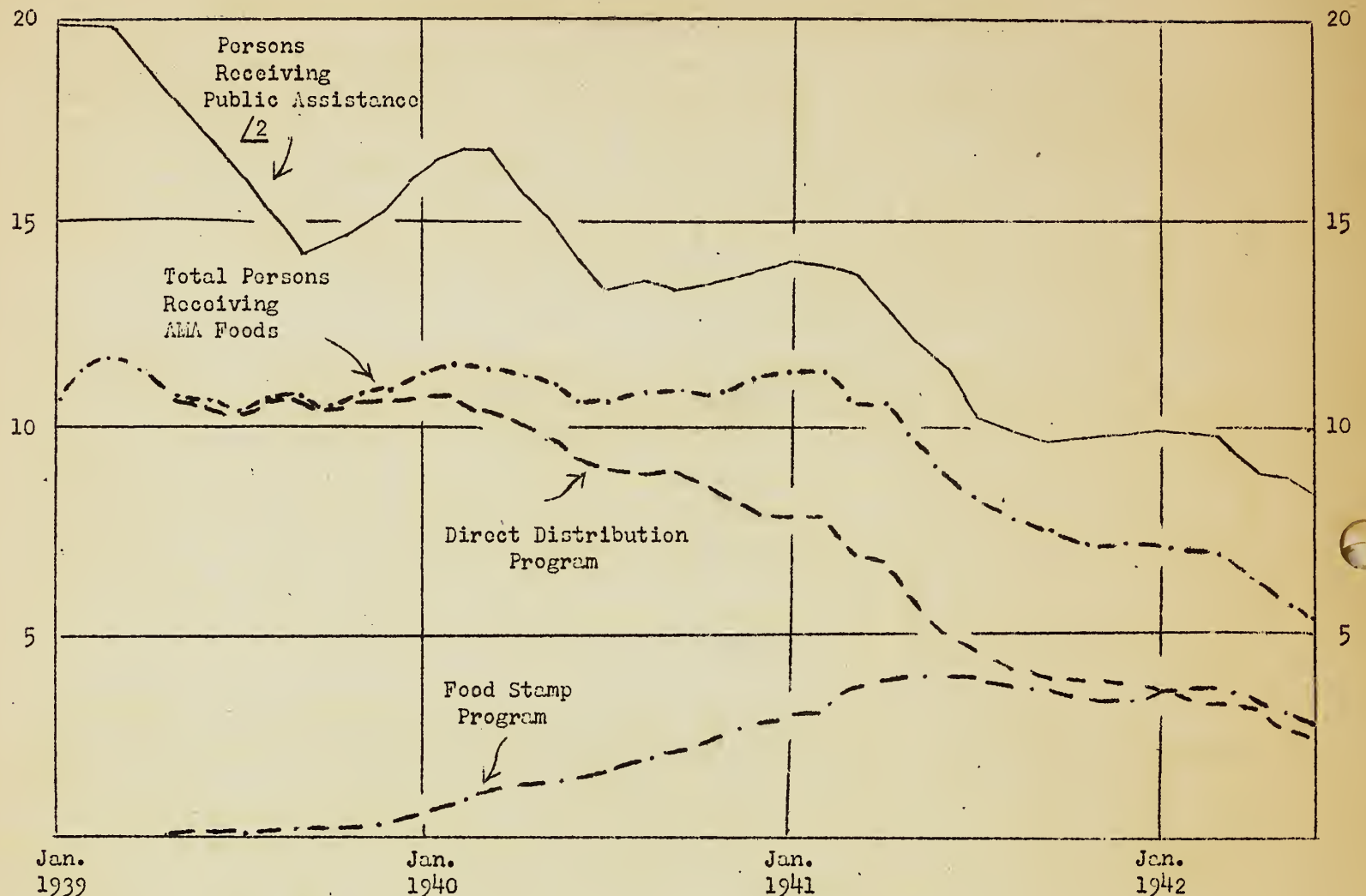
It is evident, therefore, that even under the stress of war activity there will remain a substantial relief load. It has been estimated that between 6 and 7 million persons must still be supported by public funds, regardless of the level reached by industrial activity. It is probable that the number of persons receiving public assistance will continue to decline through the summer months and into the autumn, but that an average of between 8 and 9 million persons may be supported by public funds during the current fiscal year when seasonal factors are taken into consideration.

The number of persons in family groups participating in AMA Food Programs in the continental United States declined during the fiscal year just ended from 8.3 millions in July 1941 to 5.3 millions in June of this year. The number of persons participating in the Direct Distribution Program declined from 4.5 to 2.5 millions during this period while participation in the Food Stamp Program declined from 3.8 to 2.8 millions during the 12 month period. The number of persons receiving AMA foods declined 40 per cent during the fiscal year while the number of persons receiving public assistance declined only 35 per cent representing the effect of continued transfers of Direct Distribution areas to the Food Stamp Program.

Categorical changes in the number of persons on relief have been by no means uniform in direction or extent. The number of cases included in the special types of public assistance- Old Age Assistance, Aid to Dependent Children, Aid to the Blind- has increased slowly throughout the year from 2.6 million in July 1941 to 2.7 million in June of this year. The number of cases in the General Relief category declined from 876,000 to less than 700,000 during the same period, while WPA employment, held at a little over 1 million employees for the first six months of the fiscal year, gradually declined to an average of 700,000 employees in June. It is expected that the Social Security categories will together remain steady or will show a slight rise during the next 12 months, that the number of cases receiving general relief will fluctuate from 600,000 to 800,000 seasonally, and that the number of WPA employees will remain at around 400,000 for the year.

CHART 1. ESTIMATED NUMBER OF PERSONS RECEIVING PUBLIC ASSISTANCE ^{/1}
AND SURPLUS FOODS IN THE CONTINENTAL UNITED STATES, BY MONTHS
JANUARY 1939 - JUNE 1942

Million
Persons



- ^{/1} Excluding children in the School Lunch Program,
^{/2} Excluding CCC and NYA.

TABLE 3. PARTICIPATION IN AMA FOOD PROGRAMS FOR FAMILY GROUPS,
BY CATEGORY: PER CENTS OF TOTAL PARTICIPATION, JUNE 1942

Region	OAA	ADC	AB	WPA	General Relief	Other Federal	Non-Assistance	Total
TOTAL U. S.								
Food Stamp	18.2	19.0	.9	18.3	26.4	.4	16.8	100.0
Direct Dist.	21.1	16.9	.8	11.7	18.6	1.6	29.3	100.0
Total	19.6	18.0	.8	15.3	22.8	.9	22.6	100.0
WESTERN								
Food Stamp	36.0	18.6	1.5	15.5	19.7	.1	8.6	100.0
Direct Dist.	10.9	18.3	.6	7.5	47.0	3.8	11.9	100.0
Total	33.1	18.5	1.4	14.6	22.9	.5	9.0	100.0
MIDWESTERN								
Food Stamp	18.0	17.8	.7	23.6	37.3	.6	2.0	100.0
Direct Dist.	24.9	18.5	.7	13.9	26.9	2.4	12.7	100.0
Total	20.8	18.1	.7	19.6	33.1	1.4	6.3	100.0
NORTHEASTERN								
Food Stamp	4.4	19.6	.2	21.2	44.1	-	10.5	100.0
Direct Dist.	17.1	27.7	.6	8.8	32.4	2.2	11.2	100.0
Total	9.8	23.0	.4	16.0	39.1	.9	10.8	100.0
SOUTHERN								
Food Stamp	22.9	19.8	1.2	12.4	4.7	.7	38.3	100.0
Direct Dist.	21.6	11.7	.9	12.2	8.4	.8	44.4	100.0
Total	22.1	15.0	1.0	12.3	6.9	.8	41.9	100.0

The Food Stamp Program

EXTENT. The Food Stamp Program was in operation in 1,440 county and 88 city areas in June, including 45 county and 2 city areas opened during the month. 78 million persons, 59.3 per cent of the total United States population live in operating areas. Of 4,371,000 eligible persons 2,854,000 or 65 per cent participated. This was a decline of 240,661 persons from the May total.

One year ago at the beginning of July 1941, 363 areas, many of which comprised several counties or cities, were in operation. 70.3 million persons or 53.4 per cent of the total United States population lived in designated areas. 3.9 million persons participated in June 1941.

STAMP ISSUANCE. Of \$8,126,000 in blue stamp issuance, \$591,700 less than in May, the West received 13.1 per cent; the Midwest 29.8 per cent; the Northeast, 30.1 per cent; the South 26.9 per cent; and the Virgin Islands .1 per cent.

The continued declines in participation and blue stamp issuance reflect the downward trend shown during the four month period since March, and are attributed to recertification of caseloads throughout the country, increased employment due to war production, and seasonal factors. The June decline in blue stamp issuance was greatest in the South, \$252,000; in the Midwest, it was \$137,600; in the Northeast, \$123,000; and in the West, \$79,000.

The average per capita blue stamp issuance was \$2.85 in June, 3 cents higher than in May. Orange stamp issuance in June, 15.2 million dollars, \$5.32 per capita, an \$800,000 decline from May. "Free blue" issuance: \$24,661 to 22,472 persons, \$1.10 per capita, a decline of 8,500 persons from May.

Cumulative blue stamp issuance this year, July 1, 1941 through June 1942 totaled 111.6 million dollars. Last year: 82.8 million dollars. Cumulative blue stamp issuance for this year by regions: in the West, 15.4 million dollars or 13.8 per cent of the total U. S.; in the Midwest, 31.2 million dollars or 27.9 per cent; in the Northeast, 32.6 million dollars or 29.2 per cent; in the South, 32.4 million dollars or 29.0 per cent; in the Virgin Islands, \$68,000, less than .1 per cent. (See Table 6 for monthly figures.)

Orange stamps purchased this year totaled 201.7 million dollars for all regions. In the West, purchases were 31.2 million dollars or 15.5 per cent of the total; in the Midwest, 62.2 million dollars or 30.8 per cent; in the Northeast, 66.0 million dollars or 32.7 per cent; in the South 42.2 million dollars or 20.9 per cent; and in the Virgin Islands, \$60,000 or less than .1 per cent.

TABLE 4. NUMBER OF PERSONS CERTIFIED AND PARTICIPATING IN THE FOOD STAMP PROGRAM AND VALUE OF BLUE STAMPS ISSUED, BY STATES, JUNE 1942

Region and State	Total Persons			Value of Blue Stamps Issued		
	Certified	Participating	Percent of: Certified : Participating:	This Month	Cumulative : This Fiscal : Year	Average Per Person
	1	2	3	4	5	6
TOTAL	4,370,885	2,854,090	65	\$8,126,443.25	\$111,616,078.00	\$2.85
<u>WESTERN REGION</u>	644,215	350,833	54	1,060,111.50	15,439,413.50	3.02
Arizona	35,368	22,810	64	61,280.00	972,472.00	2.69
California	172,872	100,778	58	335,051.50	5,422,589.50	3.32
Colorado	68,064	35,864	53	101,293.00	1,300,129.00	2.82
Idaho	45,919	18,589	40	47,319.50	585,277.50	2.55
Montana	42,740	23,438	55	62,226.50	752,643.50	2.65
Nevada	3,522	1,460	41	4,564.00	65,200.00	3.13
New Mexico	77,216	30,866	40	63,847.50	760,126.00	2.07
Oregon	46,987	25,567	54	79,429.00	1,165,876.50	3.11
Utah	42,538	22,095	52	63,659.00	1,035,793.50	2.88
Washington	99,270	63,563	64	226,382.50	3,195,312.50	3.56
Wyoming	9,719	5,803	60	15,059.00	183,993.50	2.60
<u>MIDWESTERN REGION</u>	1,230,571	820,857	67	2,424,358.50	31,194,185.00	2.95
Illinois	137,750	110,618	80	398,725.50	5,365,582.00	3.60
Indiana	26,854	16,291	61	42,650.00	695,205.00	2.62
Iowa	96,872	69,524	72	184,802.00	2,390,531.50	2.66
Kansas	100,429	58,758	58	163,823.50	1,668,749.00	2.79
Michigan	190,719	112,264	59	342,273.50	3,817,390.00	3.05
Minnesota	184,982	129,083	70	377,478.50	5,178,822.50	2.92
Missouri	105,116	62,034	59	167,547.00	2,162,111.50	2.70
Nebraska	58,088	47,009	81	125,721.00	2,006,664.00	2.67
North Dakota	40,507	30,851	76	75,733.50	1,038,270.00	2.45
Ohio	160,421	108,844	68	327,541.00	4,254,757.50	3.01
South Dakota	49,298	29,003	59	75,719.00	1,051,639.00	2.61
Wisconsin	72,528	40,841	56	127,281.50	1,389,998.50	3.12
Kentucky (2 counties)	7,007	5,737	82	15,062.50	174,464.50	2.62
<u>NORTHEASTERN REGION</u>	1,240,645	754,706	61	2,448,977.75	32,559,484.00	3.24
Connecticut	8,937	6,573	74	24,405.00	344,337.00	3.71
Delaware	4,084	2,112	52	5,986.50	99,279.50	2.83
Maine	56,606	36,414	64	84,237.50	832,343.50	2.36
Maryland	25,825	6,722	26	20,698.00	382,281.50	3.08
Massachusetts	151,948	81,359	54	276,925.50	3,778,043.00	3.40
New Hampshire	14,414	10,880	75	37,200.00	438,249.00	3.42
New Jersey	53,221	31,194	59	111,409.00	1,619,462.50	3.57
New York	623,908	462,381	74	1,553,585.25	20,347,098.00	3.36
Pennsylvania	272,061	99,586	37	285,696.50	4,015,690.50	2.87
Rhode Island	25,580	14,542	57	42,250.50	594,636.50	2.90
Vermont	4,061	2,943	72	6,584.00	108,063.00	2.24
<u>SOUTHERN REGION</u>	1,248,101	923,208	74	2,184,548.00	32,354,562.00	2.37
Alabama	37,562	26,848	71	57,147.50	1,052,486.50	2.13
Arkansas	120,462	70,370	58	179,021.50	3,630,454.00	2.54
Florida	90,989	64,692	71	176,149.50	1,966,192.00	2.72
Georgia	56,618	38,260	68	92,727.00	1,140,279.00	2.42
Kentucky	42,157	27,760	66	68,879.50	780,998.50	2.48
Louisiana	108,000	96,672	90	197,089.50	2,645,101.00	2.04
Mississippi	107,851	83,501	77	155,253.50	4,379,935.50	1.86
North Carolina	67,069	50,110	75	109,625.50	1,300,611.00	2.19
Oklahoma	138,317	116,488	84	278,814.50	5,818,176.50	2.39
South Carolina	21,710	15,821	73	34,725.50	501,841.50	2.19
Tennessee	64,165	50,954	79	125,925.00	1,469,289.50	2.47
Texas	379,678	271,581	72	683,773.50	7,371,066.00	2.52
Virginia	13,523	10,151	75	25,416.00	298,131.00	2.50

<u>VIRGIN ISLANDS</u>	7,353	4,486	61	8,447.50	68,433.50	1.88

TABLE 5. ESTIMATED VALUE, PER CENT OF TOTAL VALUE, AND QUANTITY OF EACH
COMMODITY PURCHASED WITH BLUE STAMPS - CONTINENTAL UNITED STATES
AND EACH REGION /1, JUNE 1942

(Value and Quantity in Thousands)

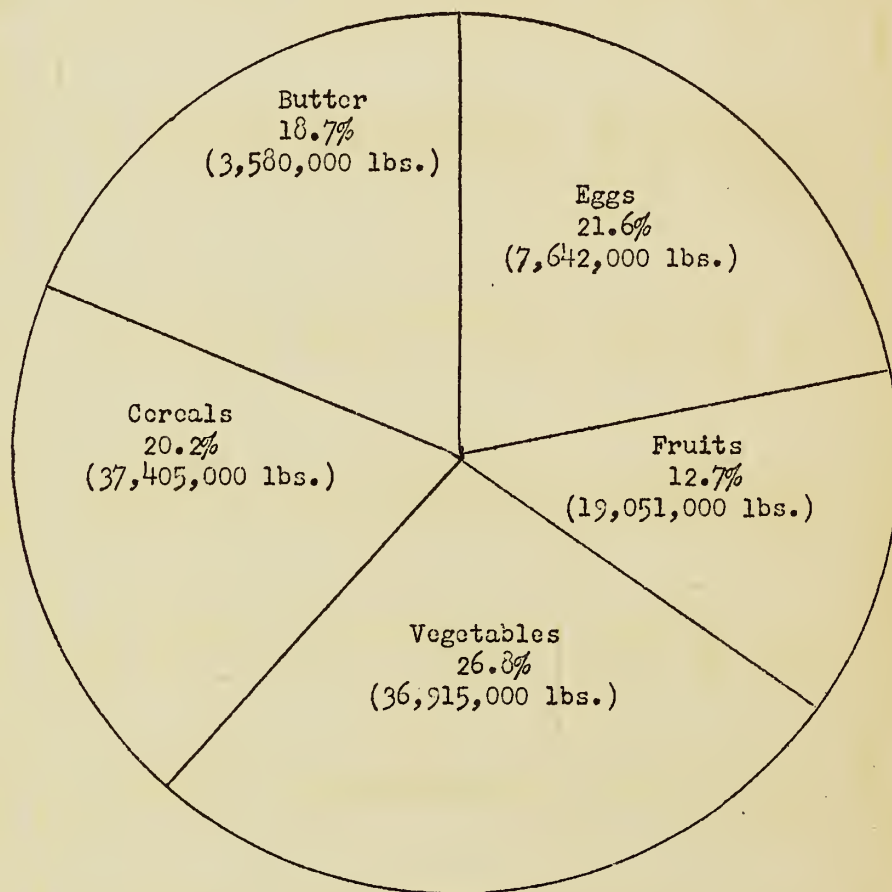
Commodity	Unit	V A L U E				Q U A N T I T Y /1			
		: Percent of :		: Total Value :		: Region :		: Region :	
		U. S.	South	U. S.	South	U. S.	West	Midwest	South
Butter	Lb.	1,522	212	18.75	274	3,580	488	1,171	1,271
Eggs /2	Doz.	1,750	222	21.55	346	5,095	653	1,465	1,915
White Flour	Lb.	1,267	153	15.61	578	28,759	3,501	8,523	3,593
Graham Flour	Lb.	29	3	.36	5	483	48	116	219
Corn Meal	Lb.	252	19	3.10	123	6,247	409	1,315	1,073
Hominy Grits	Lb.	92	2	1.13	30	1,916	30	352	847
Total Cereals	Lb.	1,640	177	20.20	736	37,405	3,988	10,306	5,732
Dry Beans	Lb.	484	46	5.96	202	5,595	531	1,193	1,321
Sweet Potatoes	Lb.	169	10	2.08	83	3,951	178	1,067	463
Tomatoes	Lb.	324	39	3.99	75	3,989	627	1,365	834
Carrots	Lb.	129	23	1.59	24	2,481	533	927	534
Lettuce	Lb.	163	31	2.01	30	2,701	629	892	651
Cabbage	Lb.	189	16	2.33	52	5,662	651	2,009	1,118
Other Fr. Vegetables	Lb.	719	132	8.85	172	12,556	2,049	3,321	3,709
Total Vegetables	Lb.	2,177	297	26.81	638	36,915	5,198	10,774	8,630
Dried Prunes	Lb.	219	28	2.70	46	1,875	262	463	724
Grapefruit /2	Each	173	38	2.13	22	3,731	1,311	1,310	661
Oranges /2	Doz.	638	86	7.86	124	2,757	563	1,001	622
Total Fruits	Lb.	1,030	152	12.69	192	19,051	4,389	6,648	4,397
Total		8,119	1,060	100.00	2,186	104,595	15,043	31,097	22,903
									35,552

/1 Retail quantities adjusted include estimated wastage occurring in process of distribution. /2 Converted to pounds in totals.
Note: Data presented in this report are subject to revision. Blue Stamp purchase data for the Virgin Islands not included in this table.

BLUE STAMP PURCHASES. June purchases: 104.6 million pounds valued at 8.1 million dollars. Changes from May in the percentage of blue stamp money spent for commodities showed more money spent for butter, eggs, and cereals, less for fruits and vegetables. The percentage of money spent for butter changed from 17.1 per cent of the total in May to 18.8 per cent in June, eggs from 19.8 to 21.5 per cent, cereals from 17.6 to 20.2 per cent, vegetables from 30.1 to 26.8 per cent, and fruits from 15.4 to 12.7 per cent.

Blue stamp money expended during the month decreased 6.8 per cent from May, total quantity of food purchased decreased 19.9 per cent, a marked indication of the rising food costs also noted in previous reports. (See chart 2 for quantity and per cent of total value.)

CHART 2. HOW THE BLUE STAMP DOLLAR WAS SPENT,
AND QUANTITIES PURCHASED, JUNE 1942



BLUE STAMPS ISSUED TO EDUCATIONAL AND DEMONSTRATION PROJECTS.

Issuance of blue stamps to Educational and Demonstration Projects totaled approximately \$2,500 in June, and about 39,000 persons participated throughout the country. In the West, June issuance was \$435, bringing the total for the year in this Region to \$9,135; in the Midwest, June issuance was \$380, total for the year \$1,682; in the South, issuance was \$1,726 in June, \$13,232 for the year. The total for all Regions for the fiscal year was approximately \$24,000.

PURCHASES WITH BLUE STAMPS DURING 1941-42. Preliminary estimates indicate that almost 2 billion pounds of foodstuffs were purchased with blue stamps during 1941-42. A breakdown by commodities follows:

Commodity	No. of Months on List	Blue Stamp Purchases (Million lbs.)	Blue Stamp Expenditures (Million dollars)
Butter	8	24.9	10.3
Eggs	12	88.6	20.2
Cereals	12	546.0	21.8
Dry Beans	12	75.0	6.1
Potatoes	11	380.4	8.7
Other Vegetables	12	390.3	15.3
Dried Prunes	12	20.6	2.1
Raisins	6	8.6	.8
Oranges	12	151.6	6.7
Grapefruit	7	42.2	1.3
Apples	10	101.0	3.9
Peaches	3	39.6	1.3
Pears	10	20.9	1.1
Plums and Prunes	2	6.5	.3
Pork	5	47.1	10.8
Lard	1	7.1	.9
Shortening	1	.1	(\$17,000)
Total		1,950.5	111.6

TABLE 6. NUMBER OF PERSONS CERTIFIED FOR AND PARTICIPATING IN THE FOOD STAMP PROGRAM, VALUE OF BLUE STAMP ISSUANCE AND THE PER CAPITA ISSUANCE, BY REGIONS, JULY 1941-JUNE 1942

Month and Year	Persons Eligible	Persons Participating	Total Blue Stamp Issuance	Average Blue Stamp Issuance Per Person
Total	-	-	\$111,616,078.00	-
<u>1941</u>				
July	6,372,371	3,821,640	9,997,945.00	\$2.62
August	6,238,976	3,707,822	9,785,748.00	2.64
September	5,991,589	3,596,811	9,644,957.50	2.68
October	5,728,323	3,447,656	9,081,171.00	2.63
November	5,398,934	3,331,349	8,802,674.25	2.64
December	5,379,604	3,459,424	9,395,102.25	2.72
<u>1942</u>				
January	5,446,382	3,528,147	9,428,010.50	2.67
February	5,412,056	3,589,552	9,605,842.75	2.68
March	5,463,000	3,583,979	9,782,411.00	2.73
April	5,170,264	3,322,690	9,246,137.50	2.78
May	4,682,919	3,094,035	8,718,110.00	2.82
June	4,370,885	2,854,090	8,127,968.25	2.85
Monthly Averages	5,471,275	3,444,766	\$ 9,301,340.00	\$2.70
<u>WESTERN REGION, TOTAL</u>	-	-	\$ 15,439,413.50	-
<u>1941</u>				
July	1,106,838	557,682	1,370,489.50	\$2.46
August	1,078,638	528,534	1,310,193.00	2.48
September	1,041,760	504,416	1,281,080.50	2.53
October	940,341	474,859	1,256,984.00	2.64
November	906,720	481,934	1,304,591.00	2.71
December	916,864	510,512	1,389,257.50	2.72
<u>1942</u>				
January	944,990	515,856	1,400,883.50	2.72
February	856,001	499,269	1,376,799.50	2.76
March	772,020	474,324	1,320,922.00	2.79
April	739,286	422,995	1,228,948.00	2.91
May	691,594	384,549	1,139,153.50	2.96
June	644,215	350,833	1,060,111.50	3.02
Monthly Averages	886,564	475,480	\$ 1,286,618.00	\$2.70

TABLE 6. NUMBER OF PERSONS CERTIFIED FOR AND PARTICIPATING
IN THE FOOD STAMP PROGRAM, VALUE OF BLUE STAMP ISSUANCE AND THE PER
CAPITA ISSUANCE, BY REGIONS, JULY 1941-JUNE 1942
(Continued)

Month and Year	Persons Eligible	Persons Participating	Total Blue Stamp Issuance	Average Blue Stamp Issuance Per Person
MIDWESTERN REGION,				
TOTAL	-	-	\$ 31,194,185.00	-
1941				
July	1,627,988	1,002,783	2,582,681.50	\$2.58
August	1,600,117	972,437	2,495,340.00	2.57
September	1,545,532	959,165	2,510,957.00	2.62
October	1,423,675	938,688	2,480,778.50	2.64
November	1,472,507	944,867	2,494,974.75	2.64
December	1,480,524	978,054	2,666,897.50	2.73
1942				
January	1,506,121	994,416	2,670,997.00	2.69
February	1,504,547	1,023,835	2,763,011.25	2.70
March	1,528,580	1,019,997	2,808,154.00	2.75
April	1,421,747	975,521	2,734,076.75	2.80
May	1,318,181	896,439	2,561,958.25	2.86
June	1,230,571	820,857	2,424,358.50	2.95
Monthly Averages	1,477,508	960,588	\$ 2,599,515.00	\$2.71
NORTHEASTERN REGION,				
TOTAL	-	-	\$ 32,559,484.00	-
1941				
July	1,576,640	910,082	2,869,679.00	\$3.15
August	1,487,513	873,234	2,773,343.00	3.18
September	1,422,145	845,118	2,683,607.50	3.18
October	1,387,899	827,377	2,736,620.00	3.31
November	1,344,668	816,659	2,648,876.50	3.24
December	1,345,980	835,383	2,857,300.75	3.42
1942				
January	1,341,786	843,775	2,825,405.00	3.35
February	1,306,679	830,019	2,706,785.50	3.26
March	1,348,070	834,605	2,762,176.50	3.31
April	1,311,217	801,712	2,672,956.75	3.33
May	1,242,216	769,093	2,572,230.75	3.34
June	1,240,645	754,706	2,450,502.75	3.24
Monthly Averages	1,362,955	828,480	\$ 2,713,290.00	\$3.28
SOUTHERN REGION,				
TOTAL	-	-	\$ 32,354,562.00	-
1941				
July	2,055,521	1,348,896	3,172,214.50	\$2.35
August	2,066,769	1,331,071	3,203,314.50	2.40
September	1,976,148	1,285,413	3,165,496.00	2.46
October	1,900,076	1,203,857	2,602,543.50	2.16
November	1,668,523	1,084,783	2,349,311.50	2.16
December	1,629,533	1,132,207	2,476,233.00	2.19
1942				
January	1,646,715	1,170,780	2,524,982.00	2.16
February	1,738,010	1,232,717	2,752,817.00	2.23
March	1,807,259	1,250,944	2,883,895.50	2.31
April	1,690,862	1,118,252	2,602,755.50	2.33
May	1,423,632	1,039,427	2,436,451.00	2.34
June	1,248,101	923,208	2,184,548.00	2.37
Monthly Averages	1,737,596	1,176,797	\$ 2,696,214.00	\$2.29
VIRGIN ISLANDS, TOTAL				
Monthly Averages	6,653	3,421	\$ 68,433.50 5,703.00	- \$1.67

Direct Distribution Program

EXTENT. Participation: 2.9 million persons in family groups, including 477,910 persons in Puerto Rico and Hawaii; 53.4 per cent of the participants in the continental United States were in the South; only 1.7 per cent in the West. Participation in June 1941: 5.97 million persons; decline during year: 51 per cent. Also participating this month: 365,457 persons in 797 institutions and organizations; 221,855 persons in household aid and demonstration projects, children's camps and recreational projects, NYA resident training camps and others.

FOODS DISTRIBUTED. 42.2 million pounds of foodstuffs were distributed to families, 3.1 million pounds to special groups. Estimated retail value for family and special groups: 4.4 million dollars. Food distributed to 50 per cent or more of caseload: evaporated milk, wheat or oat cereal, graham and white flour, prunes and dry beans.

Fiscal Year. Average participation during year was 4.4 million persons. Total food distributed, 821.9 million pounds having an estimated retail value of 53.5 million dollars. This compares with an average participation of 8.7 million persons in the previous year; total volume of 2.2 billion pounds of food distributed, valued at 155 million dollars.

Table 2 shows quantity and value of foods distributed during the fiscal year; Table 7 shows number of persons participating by months.

TABLE 7. NUMBER OF PARTICIPANTS IN DIRECT DISTRIBUTION AND SCHOOL LUNCH PROGRAMS, BY MONTHS, FISCAL YEAR, 1941-1942

Month and Year	P a r t i c i p a n t s			
	Direct	Institutions	School Lunch Program	
	Distribution	and Others /1		
	Persons	Persons	Schools	Children
<u>1941</u>				
July	5,599,979	629,904	4,123	290,681
August	5,262,158	735,984	6,363	524,904
September	5,049,840	518,634	33,039	2,812,531
October	4,906,773	505,539	58,690	4,419,434
November	4,800,609	435,496	76,370	5,265,417
December	4,542,881	296,161	81,588	5,545,426
<u>1942</u>				
January	4,515,389	424,366	88,726	5,888,204
February	4,371,175	668,388	92,916	6,165,956
March	4,158,012	889,206	93,076	6,164,799
April	3,823,659	681,549	83,071	5,636,964
May	3,310,718	733,298	51,702	3,929,610
June /2	2,935,114	587,312	12,499	1,216,053
Monthly Averages	4,439,692	592,153	56,847	3,988,332

/1 Includes persons served in institutions and organizations, housekeeping aid and demonstration projects, children's camps and recreational projects, NYA training camps and others.

/2 June data partly estimated.

SCHOOL LUNCH PROGRAM

EXTENT. Participation: 1.2 million children in 12,500 schools, approximately 4 per cent of total school enrollment in the United States. In June of last year, 875,000 children in 8,200 schools participated.

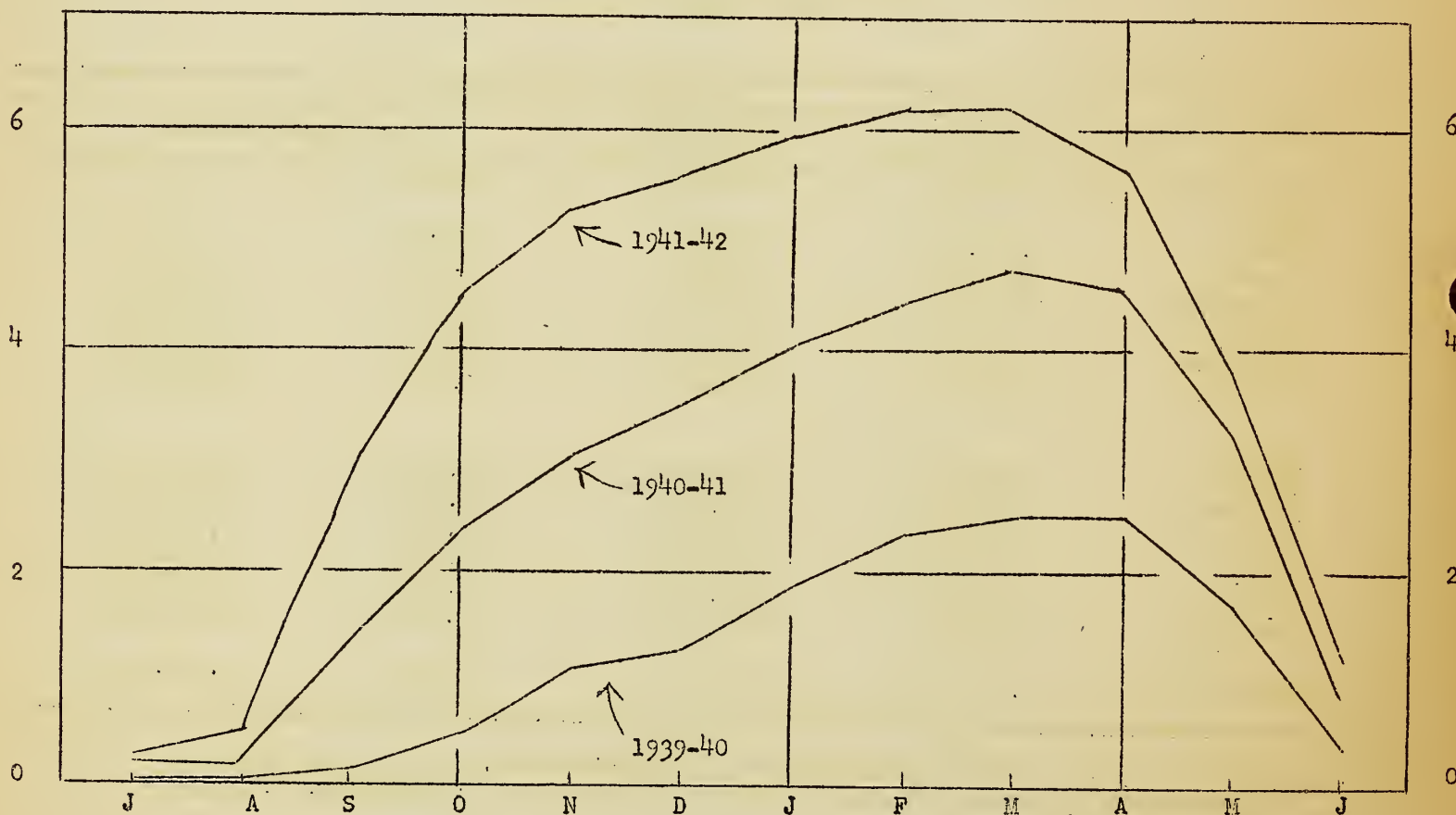
FOOD DISTRIBUTED. 6.6 million pounds of foodstuffs with an estimated retail value of .5 million dollars were distributed. Foods distributed to 50 per cent or more of the participating children were evaporated milk, graham or white flour and canned pork and beans. Butter, eggs, fresh apples, prunes, canned tomatoes and peanut butter were distributed to about one-third of the participants.

FISCAL YEAR. An average of 4 million children participated monthly. The year's peak, reached in February and March was 6.2 million children in 93,000 schools. Total pounds of food distributed to school lunches during the year was 455 million pounds with an estimated retail value of 38.7 million dollars. Previous year: average participants 2.7 million children; peak month, March with 4.7 million children in 67,000 schools; total pounds of food distributed, 341 million pounds valued at 25 million dollars.

See Table 2 for quantity and estimated retail value of foods distributed to School Lunch Programs during the fiscal year, and Table 7 for monthly participation.

CHART 3. MONTHLY CHANGES IN THE NUMBER OF CHILDREN PARTICIPATING IN THE SCHOOL LUNCH PROGRAM, JULY 1939-JUNE 1942.

Millions
of
Children



Maximum number of schools participating during school years: 1939-40 - 36,000
 1940-41 - 67,000
 1941-42 - 93,000

TABLE 8. PERSONS PARTICIPATING IN A.M.A. DOMESTIC FOOD DISTRIBUTION PROGRAMS
BY STATE, JUNE 1942

Region and State	Persons in All Families Receiving A.M.A. Foods				Persons in All Families Receiving A.M.A. Food Only			Number of Children Served by School Lunch
	Total	Direct Distri- bution	Stamp Program		Total	Direct Distri- bution	Stamp Program	
			Number	% of Total				
1	2	3	4	5	6	7	8	
TOTAL	5,789,204	2,935,114	2,854,090	49.3	1,634,980	1,192,433	442,547	1,216,053
WESTERN REGION	397,195	46,362	350,833	88.3	5,507	5,507	-	218,734
Arizona	27,863	5,053	22,810	81.9	-	-	-	4,306
California	115,182	14,404/1	100,778	87.5	11	11/1	-	180,000/4
Colorado	54,931	19,067	35,864	65.3	5,217	5,217	-	5,872
Idaho	19,129	540	18,589	97.2	-	-	-	4,059
Montana	25,125	1,687	23,438	93.3	-	-	-	2,167
Nevada	1,986	526	1,460	73.5	-	-	-	183
New Mexico	31,167	301	30,866	99.0	-	-	-	1,756
Oregon	25,567	-	25,567	100.0	-	-	-	2,166
Utah	22,095	-	22,095	100.0	-	-	-	2,170
Washington	63,563	-	63,563	100.0	-	-	-	14,485
Wyoming	5,803	-	5,803	100.0	-	-	-	346
Hawaii	4,784	4,784	-	-	279	279	-	1,224
MIDWESTERN REGION	1,370,517	555,397	815,120	59.5	86,236	70,495	15,741	263,631
Illinois	252,359	141,741	110,618	43.8	4,120	3,806	314	46,755
Indiana	94,221	77,930	16,291	17.3	690	690	-	19,145
Iowa	97,247	27,723	69,524	71.5	7,501	7,343	158	1,873
Kansas	70,138	11,380	58,758	83.8	1,369	93	1,276	1,406
Michigan	156,625	44,361	112,264	71.7	2,316	1,920	396	81,048
Minnesota	129,083	-	129,083	100.0	8,395	-	8,395	50,959
Missouri	162,143	100,109	62,034	38.2	32,932	32,335	597	8,264
Nebraska	47,947	938	47,009	98.0	980	938	42	905
North Dakota	33,223	2,372	30,851	92.9	924	18	906	2,109
Ohio	202,502	93,658	108,844	53.7	16,123	14,878	1,245	40,801
South Dakota	36,643	7,640	29,003	79.2	257	-	257	2,847
Wisconsin	88,386	47,545	40,841	46.2	10,629	8,474	2,155	7,519
NORTHEASTERN REGION	1,302,882	548,176	754,706	57.9	132,159	60,490	71,669	576,520
Connecticut	18,171	11,528	6,573	36.2	2,672	1,926	753	12,862
Delaware	3,690	1,578	2,112	57.2	-	-	-	464
Dist. of Col.	16,497	16,497	-	-	1,801	1,801	-	10,302
Maine	36,414	- /1	36,414	100.0	19,692	- /1	19,692	2,000/4
Maryland	10,650	3,928	6,722	63.1	-	-	-	716
Massachusetts	207,337	125,978	81,359	39.2	51,422	37,358	14,064	124,903
New Hampshire	10,880	-	10,880	100.0	1,818	-	1,818	1,981
New Jersey	92,800	61,606	31,194	33.6	1,608	1,553	55	57,922
New York	540,976	78,525	462,381	85.5	36,550	1,578	34,972	249,976
Pennsylvania	193,068	93,462	99,586	51.6	-	-	-	92,283
Rhode Island	17,700	3,158	14,542	82.2	63	63	-	3,184
Vermont	23,222	20,279/1	2,943	12.7	12,384	12,069/1	315	2,000/4
West Virginia	131,477	131,477	-	-	4,142	4,142	-	7,927
SOUTHERN REGION	2,240,998	1,312,053	928,945/3	41.4	936,290	582,815	353,475/3	112,024
Alabama	96,601	69,753	26,848	27.8	25,883	19,429	6,454	1,901
Arkansas	121,014	50,644	70,370	58.2	51,435	16,185	35,250	14,238
Florida	222,499	157,307	64,692	29.1	141,684	107,983	33,701	20,136
Georgia	187,767	149,507/1	38,260	20.4	85,778	74,911/1	10,867	18,000/4
Kentucky	267,099	233,602	33,497/3	12.5	157,708	148,025	9,683/3	11,432
Louisiana	147,709	51,037	96,672	65.4	15,631	2,812	12,819	6,985
Mississippi	110,447	26,946	83,501	75.6	67,147	13,961	53,186	4,620
North Carolina	166,598	116,468	50,110	30.1	73,791	48,907	24,884	4,178
Oklahoma	116,488	-	116,488	100.0	4,844	-	4,844	4,638
South Carolina	89,429	73,608	15,821	17.7	6,096	4,743	1,353	4,829
Tennessee	176,403	125,449	50,954	28.9	33,448	26,376	7,072	11,540
Texas	477,621	206,040	271,581	56.9	258,779	106,260	152,519	7,301
Virginia	61,323	51,172	10,151	16.6	14,066	13,223	843	2,166
Puerto Rico /2	473,126	473,126	-	-	473,126	473,126	-	43,454
Virgin Islands /2	4,486	-	4,486	100.0	1,662	-	1,662	1,690

/1 May figures. June figures not available.

/2 Not included in Region IV totals.

/3 Includes 2 counties in Region II.

/4 June figures estimated.

Milk Programs

Revised figures indicate that 720,000 children participated in the School Milk Program in May, and an estimated 500,000 children participated in June; complete data for the latter month are not available. The program was extended during the fiscal year just closed to approximately 70 areas, in addition to the 8 areas which continued operation from the preceding year. The total cost of the program to the AMA in May amounted to \$194,000.

The Relief Milk Program continued operations in the 7 areas which have been open throughout the year. Approximately 140,000 families, including 360,000 persons, participated in this program in May at a cost to AMA of approximately \$191,000. It is probable that there was a slight decline in the June participation. Details of June operations for each of these programs will be presented at a later date.

TABLE 9. NUMBER OF PARTICIPANTS AND COSTS TO AMA
SCHOOL MILK AND RELIEF MILK PROGRAMS, MAY 1942

State or Area	Number of Participants	Cost to AMA
<u>School Milk Program</u>		
Arizona	9,823	\$ 1,516
Denver, Colorado	5,689	1,443
Chicago, Illinois	48,871	9,685
Illinois (Other)	11,745	2,256
Iowa	24,334	6,011
Kansas	736	128
Michigan	5,048	1,120
Minnesota	20,386	5,572
St. Louis, Mo.	14,958	3,514
Missouri (Other)	4,303	901
Nebraska	2,675	567
North Dakota	2,770	600
Ohio	3,570	1,117
Wisconsin	42,217	11,148
Washington, D. C.	29,220	8,551
Boston, Mass.	52,955	12,836
Massachusetts (Other)	4,197	1,165
New Hampshire	21,018	2,832
New York City	412,433	121,853
Vermont	2,952	709
Total	719,900	\$194,224
<u>Relief Milk Program</u>		
Chicago, Illinois	94,850	\$ 65,773
St. Louis, Mo.	7,229	4,880
Washington, D. C.	10,240 ^{/1}	4,096 ^{/1}
Boston, Mass.	97,763	45,904
Manchester, N. H.	4,635	1,264
New York City	110,000 ^{/1}	61,050 ^{/1}
New Orleans, La.	35,188	7,875
Total	359,905	\$190,842

^{/1} Estimated.

Cotton Programs

COTTON MATTRESS. Approximately 65,000 mattresses and 150,000 comforters were distributed under all programs during June, bringing totals for the fiscal year to 1,315,000 mattresses and 1,265,000 comforters. Of these totals for the fiscal year, approximately 1,177,000 mattresses and 1,087,000 comforters were distributed under the program operated jointly by the Agricultural Marketing Administration and the Agricultural Adjustment Administration. Many States are now terminating their mattress making projects under this joint program.

COTTON STAMP. No areas were in operation during June, as the last program closed on May 31, 1942. Totals for the fiscal year were: brown stamp issuance, \$3,510,914; average per capita issuance \$1.14, average participation, 278,700 persons.

TABLE 10. MONTHLY PARTICIPATION IN COTTON STAMP PROGRAM
WITH VOLUME & PER CAPITA ISSUANCE OF BROWN STAMPS,
FISCAL YEAR, 1941-1942

Month And Year	Persons Participating	Total Brown Stamp Issuance	Average Brown Stamp Issuance Per Person
Total	-	\$ 3,510,914	
<u>1941</u>			
July	309,852	\$ 361,170	\$ 1.17
August	266,391	304,360	1.14
September	315,536	374,832	1.19
October	322,209	377,370	1.17
November	311,271	345,358	1.11
December	300,650	345,088	1.15
<u>1942</u>			
January	308,249	361,833	1.17
February	261,650	292,127	1.12
March	248,959	275,557	1.11
April	271,182	333,394	1.23
May	149,815	139,825	.93
June	-	-	-
Monthly Average	278,706	\$ 319,174	\$ 1.14

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

June 15, 1942

WASHINGTON OFFICE LETTER NO. 4-2

Organization of Washington Office, Distribution Branch

Pursuant to Administrator's Memorandum No. 2 dated March 8, 1942, the Washington office of the Distribution Branch will be organized and function as follows:

I. OFFICE OF THE CHIEF:

To direct the domestic distribution of all food products purchased by the Agricultural Marketing Administration through the Direct Distribution and School Lunch programs; to administer the Stamp Plan; to direct the programs providing low-cost milk for the undernourished; to enter into agreements with social agencies regarding conditions of eligibility for participation on these programs; to study the effectiveness of the programs and improve them where possible; to promote better nutrition among the lower income groups through education and publicity in connection with the carrying out of the various distribution programs; to work with the Administrator and the various branches and divisions to coordinate distribution with the other activities of AMA and assume direction of other functions that may be assigned to the Branch from time to time.

The following positions will be created in the Office of the Chief:

(a) Assistant Chief:

Under the general direction of the Chief to share the functions and duties of the Chief; to coordinate the work of the divisions within the branch; to assume such specific responsibilities as the Chief may direct from time to time; to act as Chief in the Chief's absence.

(b) Assistants to the Chief:

To act primarily as field consultants to the Chief and the Assistant Chief; to spend considerable time in the field as representatives of the Chief checking program operations, assisting in the solution of difficult operating problems and in the development of new

operating techniques; and to be available to the Chief for special assignments as the need arises.

(c) Administrative Officers:

Under the immediate supervision of the Assistant Chief to serve as staff officer for the Branch; to analyze administrative procedures and organizational relationships; to be responsible for personnel, budgeting, and administrative services within the Branch and to act as liaison officer with the staff divisions of the Administration engaged in servicing the Branch; to work with the divisions and sections of the Branch in regulating the flow of work and the assignment of personnel; to handle special projects which do not fall into any particular division or section, or which involve several sections; and to carry out special assignments, such as representing the Chief or Assistant Chief in general conferences or solving special problems involved in the operations of the Branch.

(d) ERS Nutrition Advisors:

To supply expert, technical advice in the field of nutrition; to act as liaison with ERS and other agencies having information in this field; to provide consultation when needed in regard to food consumption studies, rates of allowance, and the School Lunch program.

II. DIVISIONS UNDER OFFICE OF THE CHIEF:

(a) Operations Division:

To analyze program operations in the various regions, and to devise and assist in the establishment of standards and improvements in such operations; to approve, modify, or reject rates of allowance of commodities and stamps; to assist in setting up procedures for the administration of the School Lunch, low-cost milk, Direct Distribution, and Stamp programs; to advise on matters pertaining to eligibility, organization, and methods of issuance; to advise on the selection and designation of new areas and the discontinuance of operating areas; and to perform other functions relating to program operations.

(b) Economic Analysis Division;

To compile statistics in relation to the various distribution programs regarding participation, trends in public assistance, value of commodities distributed and amount of stamps redeemed; to analyze these statistics as a basis for developing the program along lines best suited to accomplish the desired ends; to advise the field staff regarding food consumption and other studies; to supply monthly inventories of commodities on hand for direct distribution and school lunches in the states; to supply information on program costs; and to cooperate with the Program Approval Division in planning better ways to meet distribution problems.

(c) Commodity Control Division;

To direct the allocation, placement, shipping, physical handling and storage of commodities for Direct Distribution, School Lunch, and the Commodity Reserve Allocation program for emergency use; to confer with the Purchase and Commodity Branches regarding facilities for distribution, problems involved in the distribution of various commodities, types and size of containers most desirable, and transportation and storage problems; to furnish technical assistance to the field staff on matters relating to ordering, allocation, handling, storage, and delivery of commodities.

(d) Trade Relations Division;

To develop educational techniques and methods for promoting a better understanding of the purposes, rules and regulations of the Branch programs among the welfare agencies, participants and food dealers; to set up procedure and advise in its operation in the field for inspecting food dealers who are accepting stamps, and for hearing and disposing of violations of the Secretary's Stamp Plan regulations discovered through these inspections.

Assignments of personnel will be announced in Washington Office Letter No. A-8.



C. F. Kunkel
Chief, Distribution Branch

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

July 2, 1942

WASHINGTON OFFICE LETTER NO. A-3

Personnel Assignments In Washington Office, Distribution Branch

Personnel assignments pursuant to the outline of organization and functions contained in Washington Office Letter No. A-2 are as follows:

Assistant Chief: Marcus J. Gordon

Assistants to the Chief: Nicholas A. Luongo; Russell M. Shepherd

Administrative Officer: Webster E. Ballance

Nutrition Advisers: Mrs. Rowena S. Carpenter; Mrs. Allene LaSpina

In Charge Operations Division: Harvey A. Buffalo

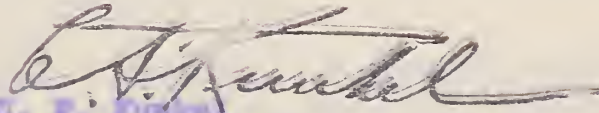
Assistant in Charge of Operations Division: Edward J. Baab

In Charge Economic Analysis: Dwight M. Cividino, Jr.

In Charge Commodity Control Division: William J. Albers

Assistant in Charge Commodity Control Division: Robert W. Tyson

In Charge Trade Relations Division: Tom W. Darvey


C. F. Kunkel
Chief, Distribution Branch

THE UNIVERSITY OF CHICAGO

1900

CHICAGO, ILL.

THE UNIVERSITY OF CHICAGO
OFFICE OF THE PRESIDENT
550 EAST 58TH STREET
CHICAGO, ILL. 60637

THE UNIVERSITY OF CHICAGO
OFFICE OF THE PRESIDENT
550 EAST 58TH STREET
CHICAGO, ILL. 60637



UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

July 30, 1942

WASHINGTON OFFICE LETTER NO. A-4

Distribution Branch Program Report

Each regional director will submit to the Chief of the Distribution Branch each month a narrative summary report of activities within the region. This report shall be concise, informal and shall contain a review of the developments, problems, plans and other activities which are of interest and value to the Washington office and to the other regions.

The Washington office will consolidate these reports into an overall report of distribution activities for the Administrator, the regional offices, and others.

The preparation and transmittal of this report shall conform to the following conditions:

1. The period covered by the report shall be a calendar month.
2. The report must be in the Washington office by the tenth of the month following the period covered.
3. A separate report for each state is not desired. The regional office may find it desirable to have each state or district supervisor submit a narrative report but the consolidation of these state reports should be made in the regional office.
4. The report shall cover the following topics:

Operations

Stamp Program - certification, bases of issuance, relief budgets, participation, procedures, etc.

Direct Distribution Programs - problems of certification, sponsorship, new programs, commodity inventories, allocation, shipping, emergency distributions, etc. Distribution to families, to schools and through the milk programs shall be discussed separately.

Economic Analysis

Status of surveys completed or contemplated, problems and developments concerning blue-stamp-use surveys, food purchase studies, reports, etc.

Compliance

Summary of compliance problems and developments, number of violations, indictments, etc.

Nutrition

Statement of activities in this field including educational demonstration projects, exhibits, etc.

Public Relations

Summary of activities, trade and client attitudes, farmers' reaction, work on War Boards and liaison with Extension Service, and new ideas.

The foregoing is a working outline only and it is not mandatory that the report include statements on all these subjects every month or that the report be confined only to these items. The most pertinent problems which might be of interest or which should be brought to the attention of the Washington and the other regional offices should be included as well as a summary of constructive techniques which have been developed.

A flexible outline is suggested because it is believed that this will permit a more complete report of the activities.


C. F. Kunkel
Chief, Distribution Branch

UNITED STATES DEPARTMENT OF AGRICULTURE
Surplus Marketing Administration

CHART BOOK
ON DOMESTIC DISTRIBUTION PROGRAMS
FOR AGRICULTURAL PRODUCTS

Prepared by Economic Analysis Section
Distribution Division

<u>Table of Contents</u>	<u>Page No.</u>
1. <u>The Agricultural Problem</u>	
Cash Income and Harvested Acreage 1920-40 - -	1
1936-41 Food Acreage and Acreage Required to Meet Domestic Nutritional Needs - - - - -	2
Family Income Distribution 1935-36 and 1941 -	3
Public Assistance Load Since 1933 - - - - -	4
Sources of Cash Farm Income in 1940 - - - - -	5
Relation of Income to Quantity of Food Consumed	6
1942 Production Goals and 1941 Production - -	7
2. <u>S.M.A. Programs to Meet Agricultural Problems</u>	
Number of Needy People Reached 1941-42- - - -	8
a) <u>The Food Stamp Program</u>	
Food Stamp Plan Areas - - - - -	9
Food Stamp Expenditures by States - - - - -	10
What do Poor People Normally Spend for Food?	11

January 1, 1942
SMA-EAS-2

<u>Table of Contents (Cont'd)</u>	<u>Page No.</u>
Agricultural Products Purchased with Blue Stamps -	12
How Blue Stamps Are Used - - - - -	13
Per Capita Monthly Expenditures by Commodity Group	14
Per Capita Quantities Obtained by Regions - - - -	15
Number of Persons Participating and Blue Stamps Issued Since May 1939 - - - - -	16
b) <u>The School Lunch Program</u>	
Total Quantities of Food Distributed to School Lunch Programs by States, 1940-41 - - - - -	17
Number of Children Participating July 1939- November 1941 - - - - -	18
School Population and Children Receiving Free Lunches by States - March 1941- - - - -	19
c) <u>Distribution to Families</u>	
Quantities of Food to Families and Children 1941-42 - - - - -	20
How Funds Were Spent - - - - -	21
d) <u>Low Cost Milk Programs</u>	
Penny Milk for Children and Low Cost Milk for Families - - - - -	22
e) <u>Cotton Mattress and Cotton Stamp Programs</u>	
Cotton Used and Farm Families Benefited From Mattress Programs - - - - -	23
Use of Cotton Stamps by Farmers and Others - - - -	24
3. <u>Some Effects of the S.M.A. Programs</u>	
Improved Prices of Blue Stamps Foods - - - - -	25
Food Stamps Help Diets - - - - -	26
Improved Income for Farm Producers - - - - -	27
Low-Income Farmers Benefit as Consumers as well as Producers - - - - -	28

Cash Income from Farm Marketings, Total Harvested Acreage
and Acreage Used for Exports, 1920 - 1940

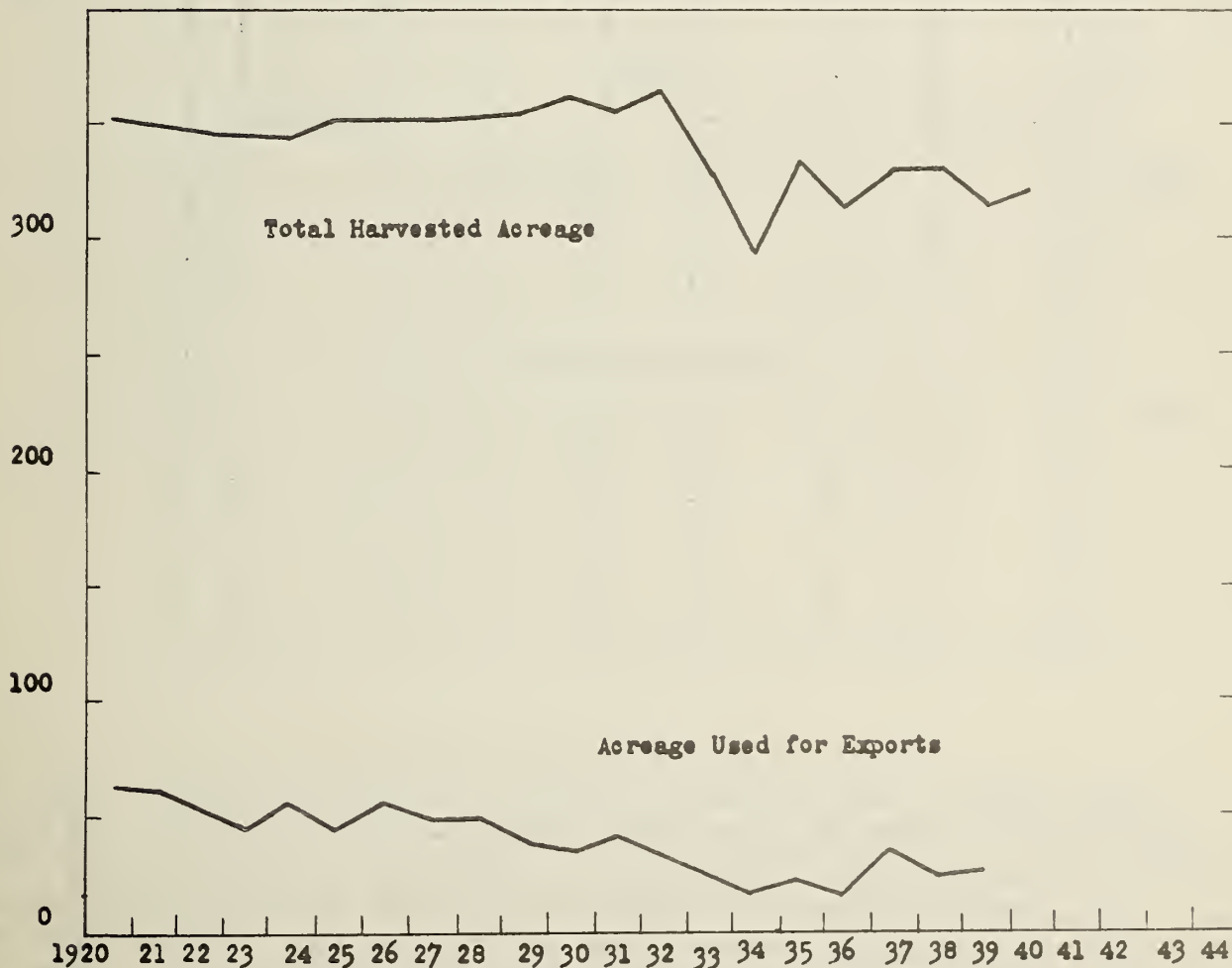
Million
Dollars
12,500

Annual Cash Income from Farm Marketing, 1920 - 1940.



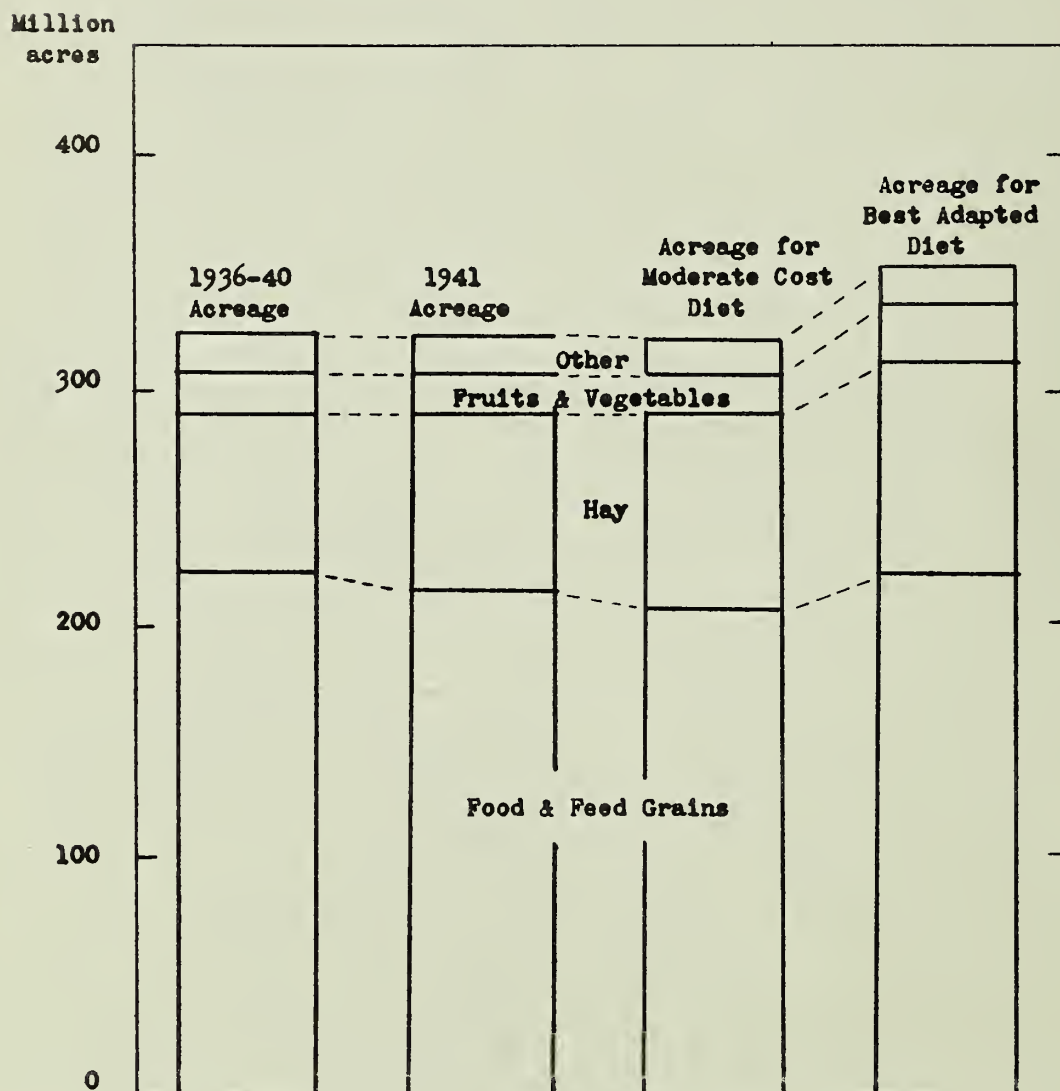
Million
Acres
400

Total Harvested Acreage of 46 Principal Crops and Acreage
Equivalent of Principal Agricultural Exports, 1920 - 1940

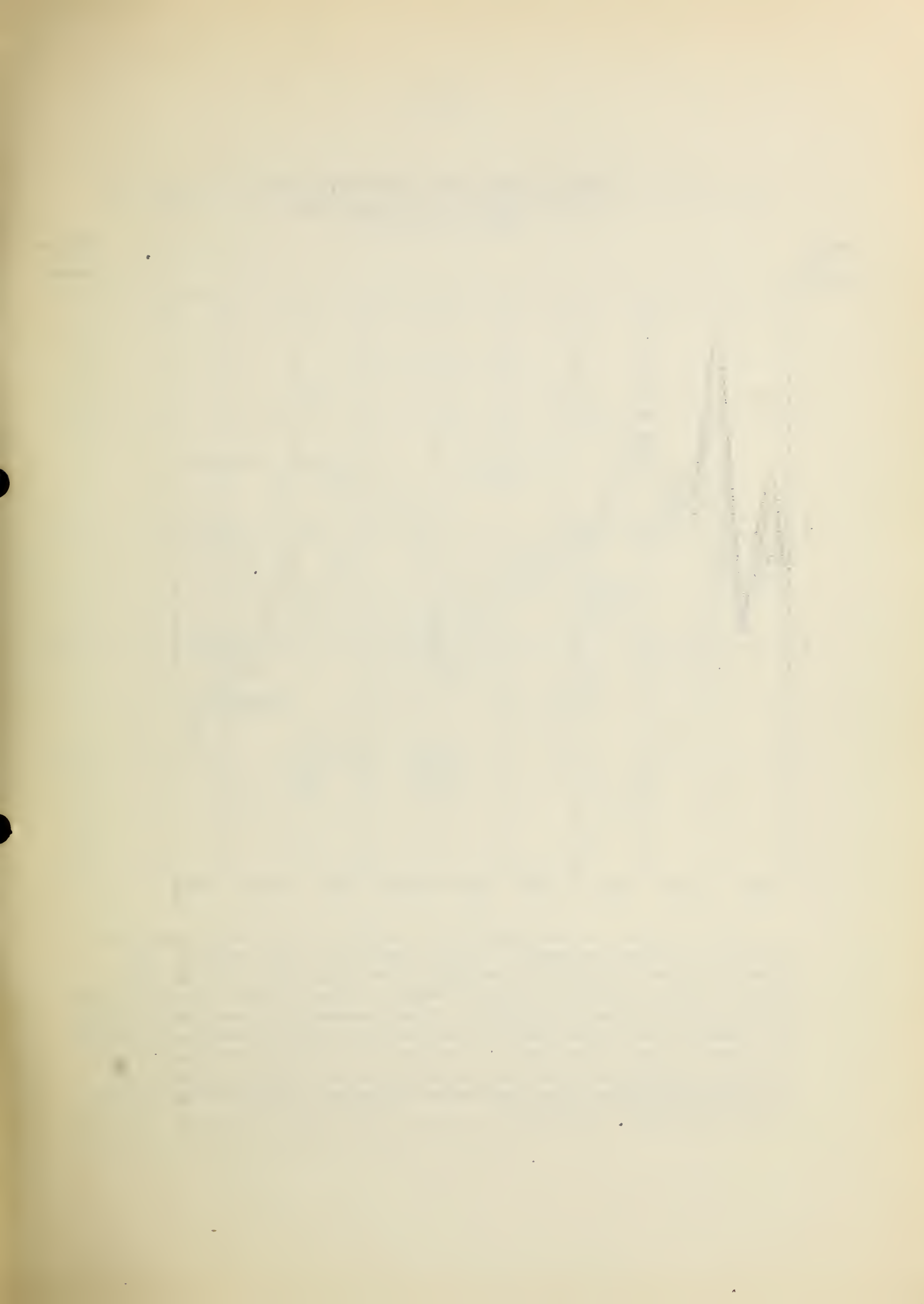


These two charts illustrate some of the basic problems farmers have to face -- highly fluctuating income and reduced markets for their production. Annual farm income from marketings has fluctuated from a peak of more than 12.5 billion dollars to less than 5 billion dollars since 1920. At the same time, harvested acreage has been falling. Approximately 35 million acres of crop land are now diverted from the production of crops, in part owing to loss of export markets, and in part owing to inability of low income consumers to secure sufficient purchasing power to make increased purchases of agricultural products.

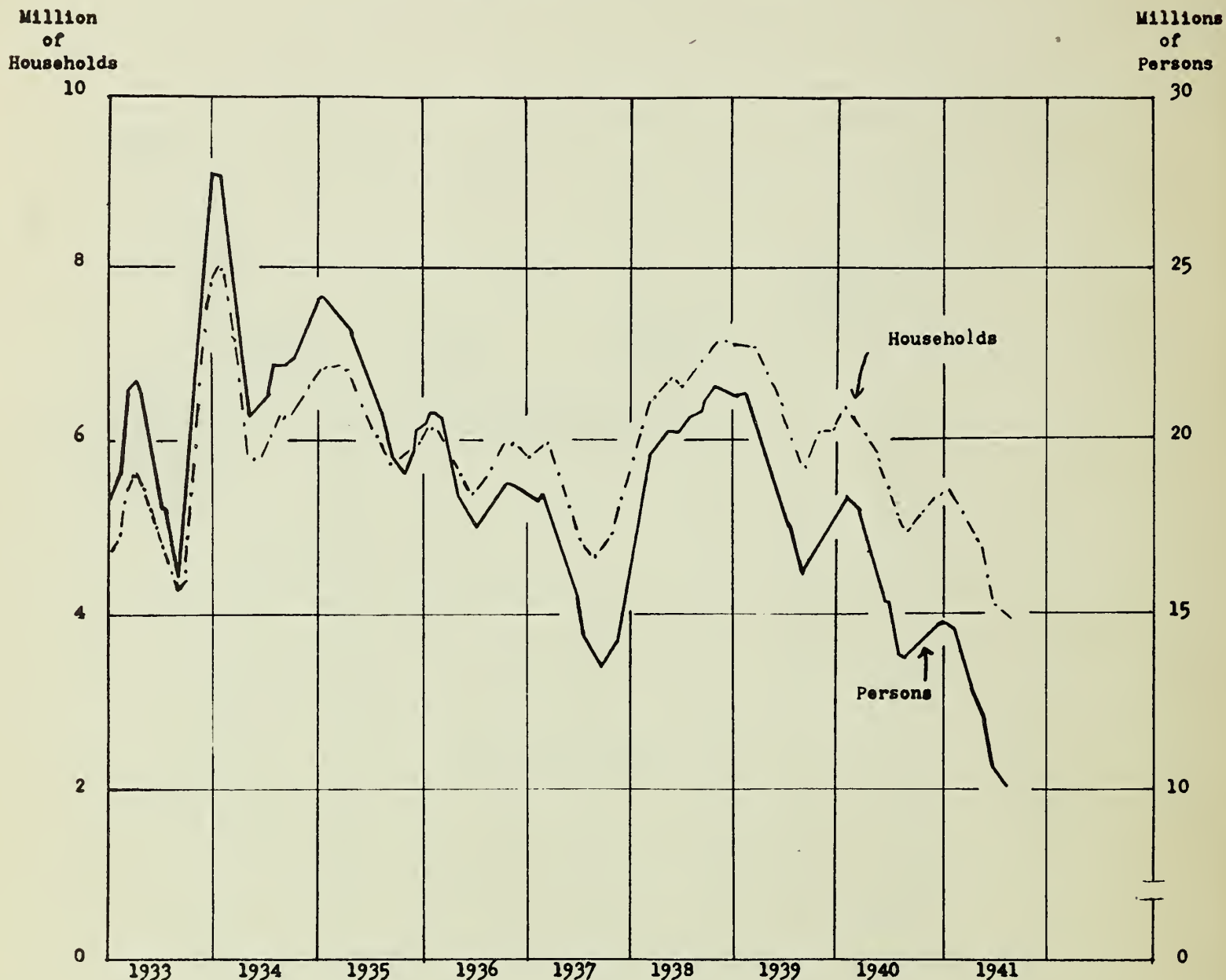
1936 - 1941 Total Acreage Devoted to Feed
Compared with Possible Acreage Required if Agriculture
Met Domestic Nutritional Needs



From 1936 to 1940 inclusive about 327 million acres of crop land were used for all food and feed including increases in stocks and exports. In 1941 the area for these purposes is estimated to total about 323 million acres. It would take about 321 million acres to provide domestic needs alone (i.e., not including stocks and exports) if agriculture were to provide a moderate cost diet for all people in this country. Some people now have a higher diet than this and most of them have a lower diet. Allowing for these factors, the best adapted diet for the American people would probably require 351 million acres for domestic consumption requirements alone.

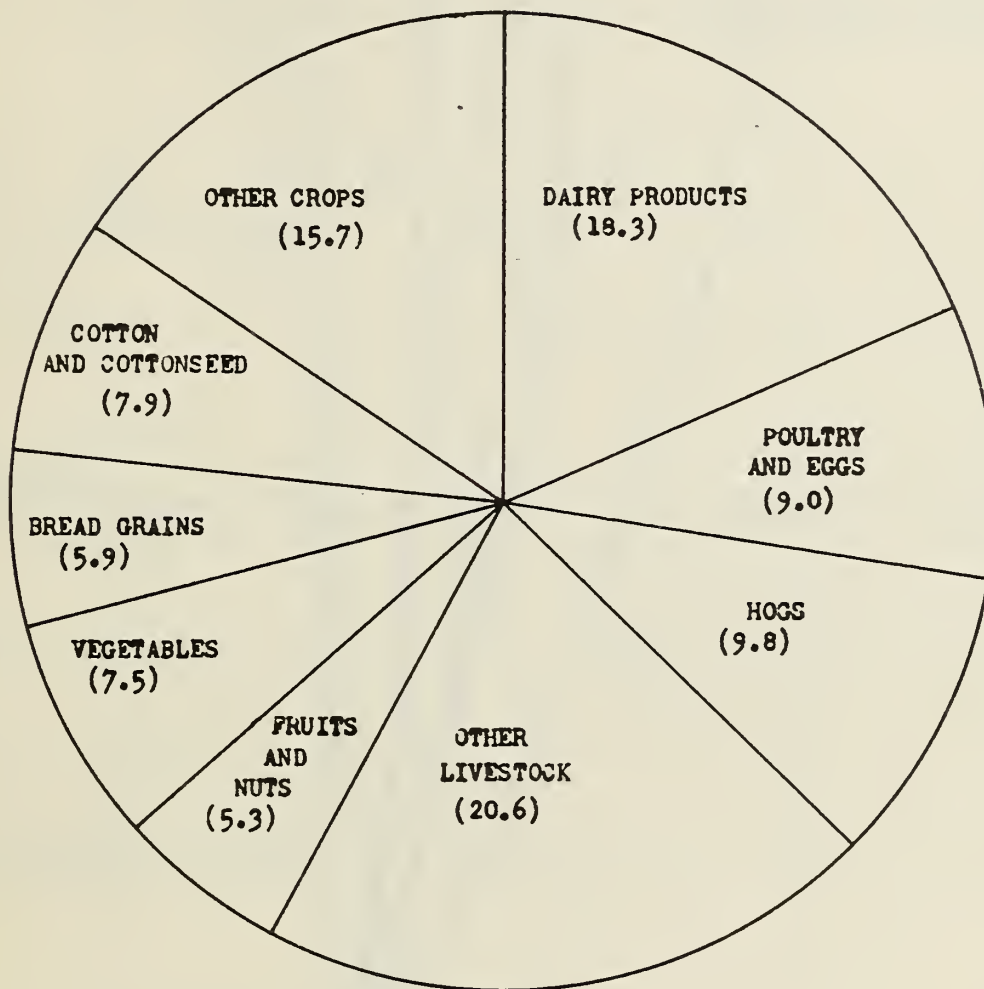


CHANGES IN THE PUBLIC ASSISTANCE LOAD
IN THE UNITED STATES SINCE 1933



The rapid rise in unemployment in late 1933 caused large numbers of families to become dependent on public funds for their support. The steady decline in the public assistance load beginning in early 1934, and interrupted only by seasonal upswings in unemployment, was temporarily halted in the "recession" of 1938. It was resumed in the spring of 1939 and aided by the defense effort, has continued to the present. It should be noted, however, that even by November 1, 10 million persons were still dependent on public assistance. In addition, 1.5 million persons were receiving commodities from the Surplus Marketing Administration who did not receive public assistance.

Percentage Distribution of Total Cash Farm Income from Crops and
Livestock in 1940

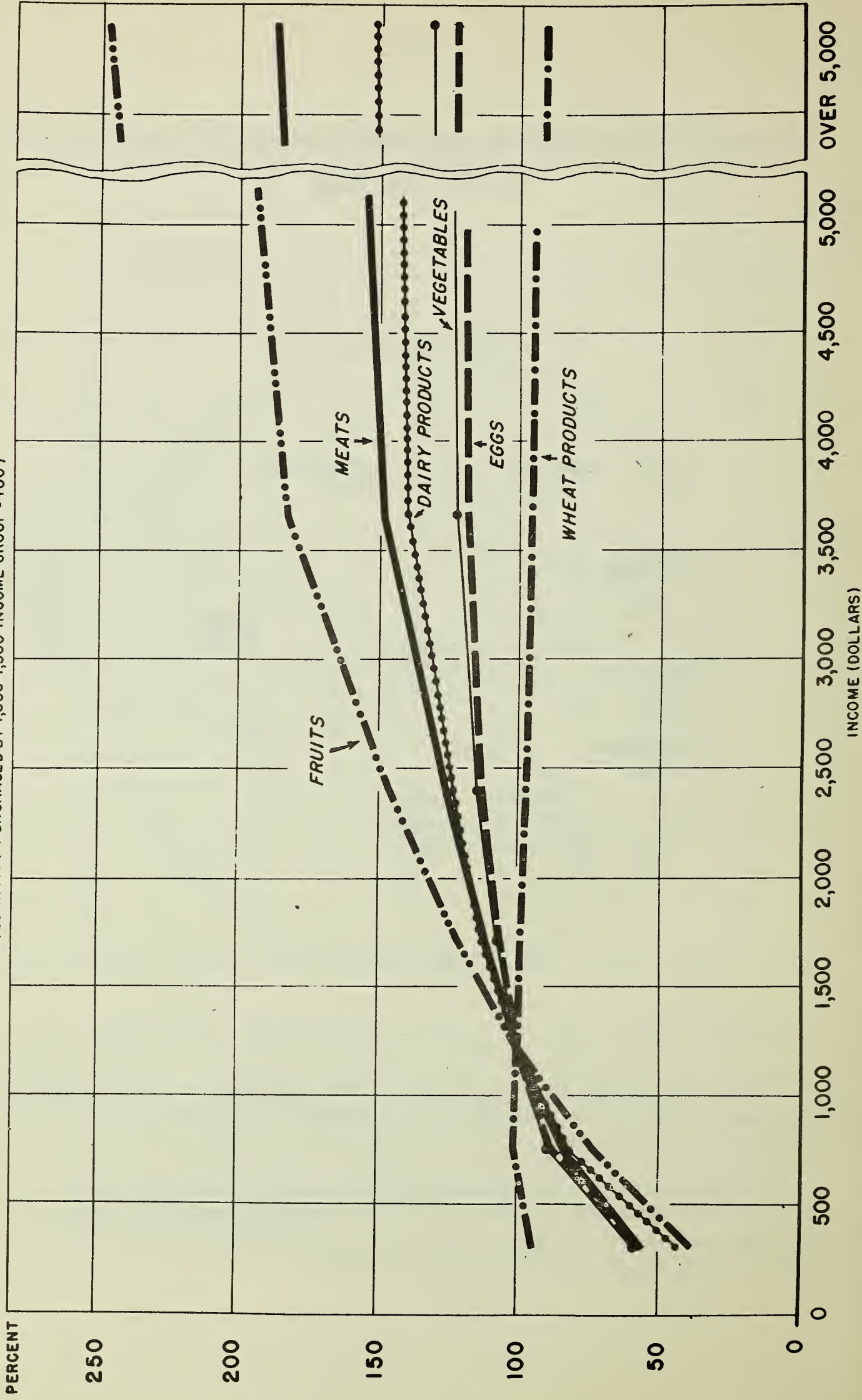


The efforts of the Surplus Marketing Administration to raise farm incomes can be understood only by taking into account the relative importance to the farmer of the different sources of that income.

Dairy, poultry, livestock products, fruits and vegetables accounted for over 70 percent of total cash farm income in 1940. It is these commodities that have received the special support of the domestic purchase and distribution programs.

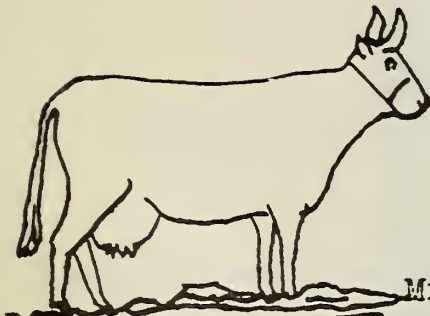


INCOME RELATED TO CONSUMER PURCHASES OF FRUIT, MEAT, DAIRY PRODUCTS, VEGETABLES, EGGS, AND WHEAT PRODUCTS, 1935-36

(QUANTITY PURCHASED BY 1,000-1,500 INCOME GROUP = 100)



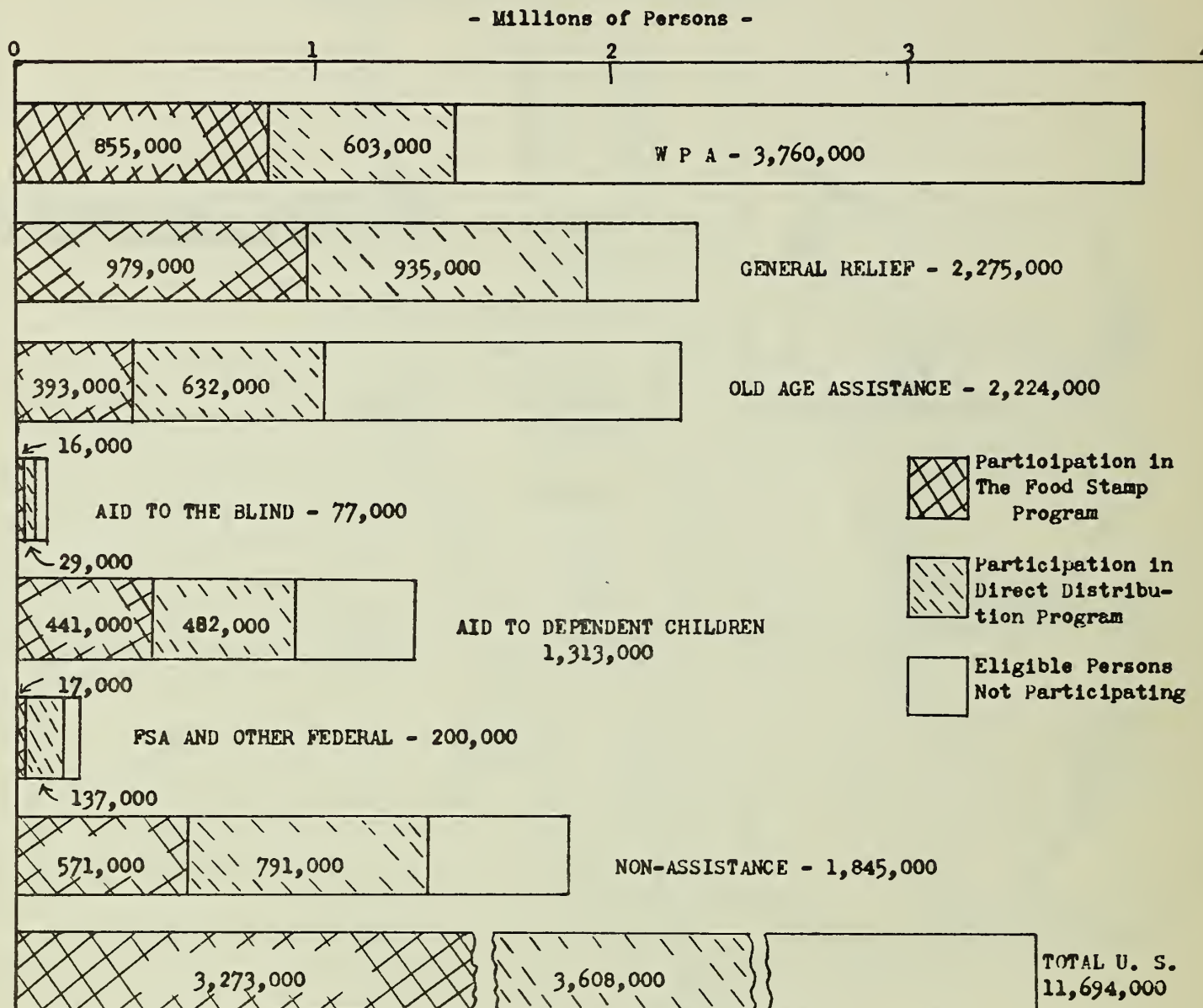
This chart shows how consumption of food per family increases with improved income. The lines have been crossed at an average family income of \$100 a month. To the left of where they intersect, we have our greatest under-consumption of farm products, and it holds true for about half of our people. In the broadening of the market lies the greatest single hope for farmers and the surest basis for national strength.

1942 Production Goals for Specified Commodities
Compared with 1941 Production

		<u>1942 Goals</u>	<u>1941 Production</u>	
		- - -In Billions - - -	- - -	
	Milk	pounds	125	116.5
	Pork	pounds	10.8	9.6
	Eggs	dozen	4.2	3.7

Agriculture is now seeking to produce record food crops in order to meet domestic and foreign needs. Further increase of milk, pork and lard, eggs and chickens, certain vegetables, soybeans for beans, and peanuts for oil are desired or expected. The Food Stamp Program and direct purchasing are important devices to encourage farmers to produce these needed quantities and to obtain adequate prices. In addition to their price and farm income support, the domestic distribution programs assist in seeing that the increased supplies are distributed more equitably among all consumers.

ESTIMATES OF TOTAL NUMBER OF PERSONS NOW ELIGIBLE FOR PUBLIC ASSISTANCE
IN THE UNITED STATES AND NUMBER OF PEOPLE IN FAMILIES BEING
HELPED BY SMA FOOD PROGRAMS, NOVEMBER 1941

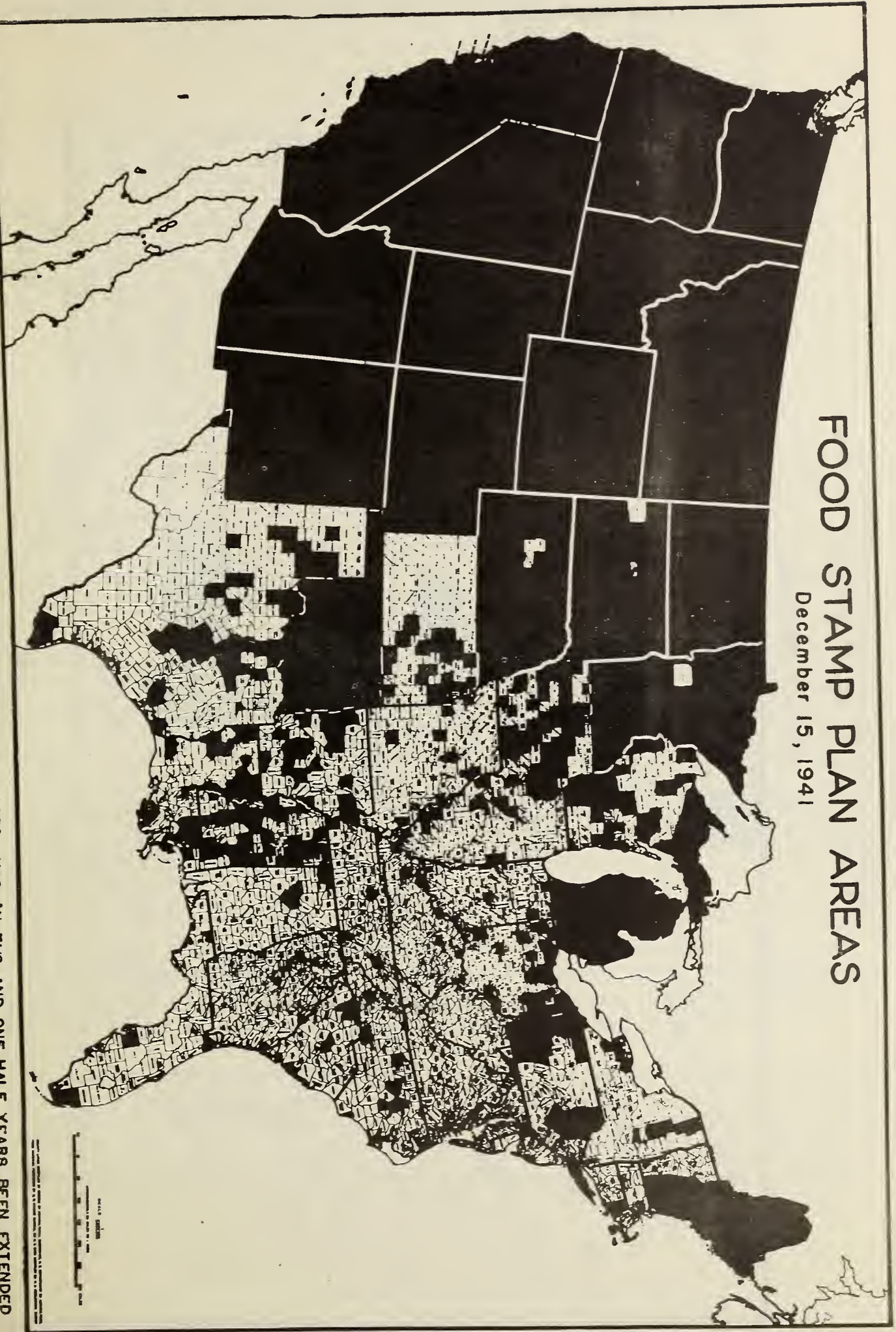


By December 1, 1941 there were 11.7 million persons in families certified for public assistance or eligible to receive it in the continental United States. Of this number, over 1.8 million, mostly in the Southern States, were not receiving public assistance, though they were certified to be in need. Domestic distribution programs reached 6.9 million of these including 1.5 million persons of approximately 3.8 million included in WPA; 1.9 million of the 2.3 million in General Relief; over 900,000 of the 1.3 million getting Aid to Dependent Children; over 1 million of the 2.2 millions receiving OAA, and 1.4 million of over 1.8 million certified to be in need but not receiving any public assistance.

It should be noted that from October to November 1941, there was an increase of 15,000 persons receiving Old Age Assistance, Aid to the Blind, and Aid to Dependent Children, an increase of 65,000 persons in WPA groups and a decline of 42,000 in those receiving General Relief or a net increase in these groups of about 38,000 persons. A large proportion of those included in the present totals are unemployables, and the total may be swelled for varying periods of time as a result of dislocation in employment. There is reason to believe that the total number in this group will not fall materially below 10 million persons even with national income at higher levels than exist in 1941-42.

FOOD STAMP PLAN AREAS

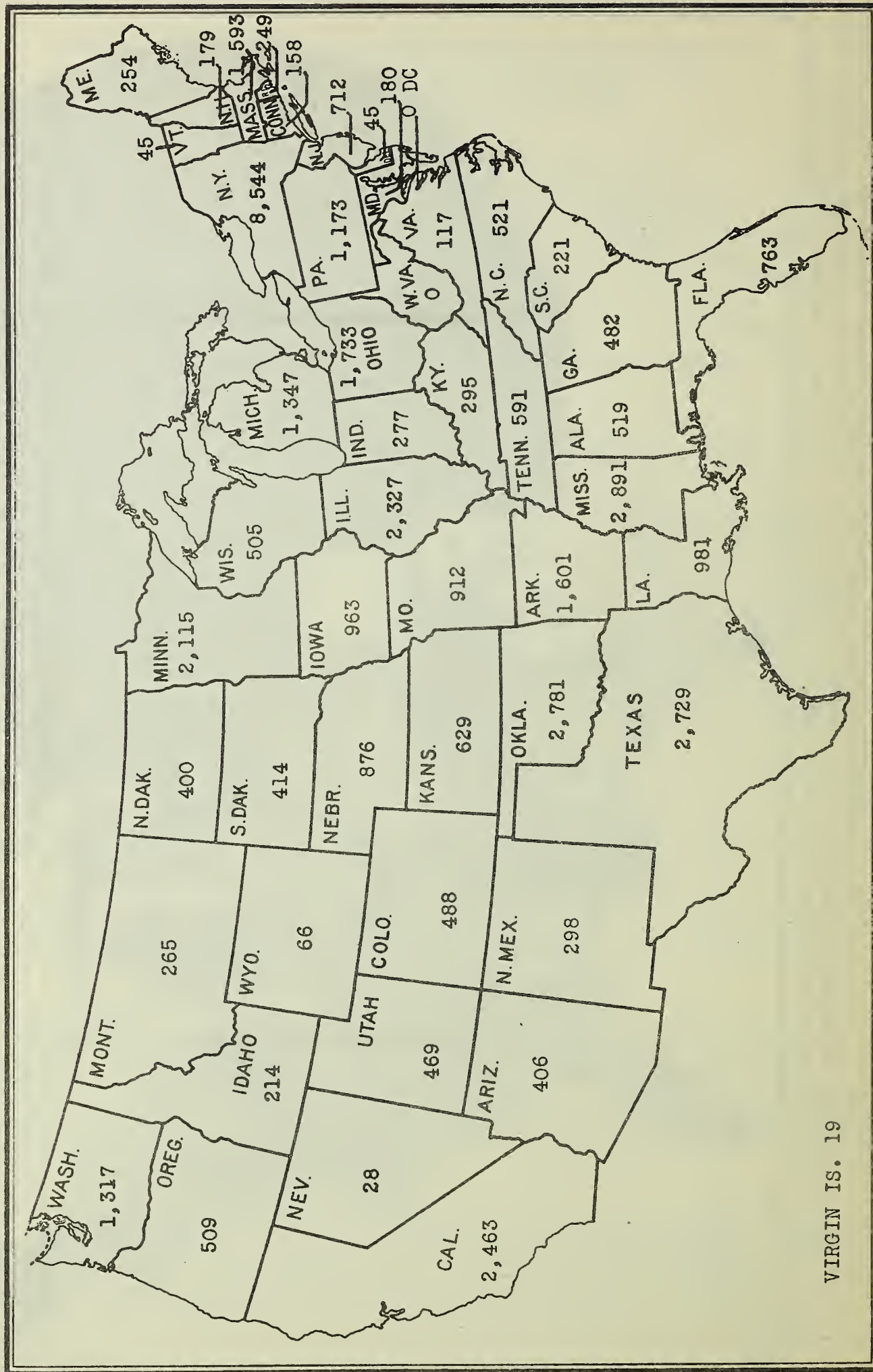
December 15, 1941



U.S. DEPARTMENT OF AGRICULTURE
THE FOOD STAMP PROGRAM, FIRST OPENED IN ROCHESTER, NEW YORK IN MAY 1939, HAS IN TWO AND ONE HALF YEARS BEEN EXTENDED UNTIL THE AREAS DESIGNATED FOR THE PROGRAM INCLUDE THREE FIFTHS OF THE UNITED STATES POPULATION. FIFTEEN STATES HAVE BEEN COMPLETELY DESIGNATED, AND THREE OTHERS ARE ALMOST COMPLETELY COVERED.

CUMULATIVE VALUE OF BLUE STAMP ISSUANCE,
BY STATES, JULY 1, 1941 - NOVEMBER 30, 1941

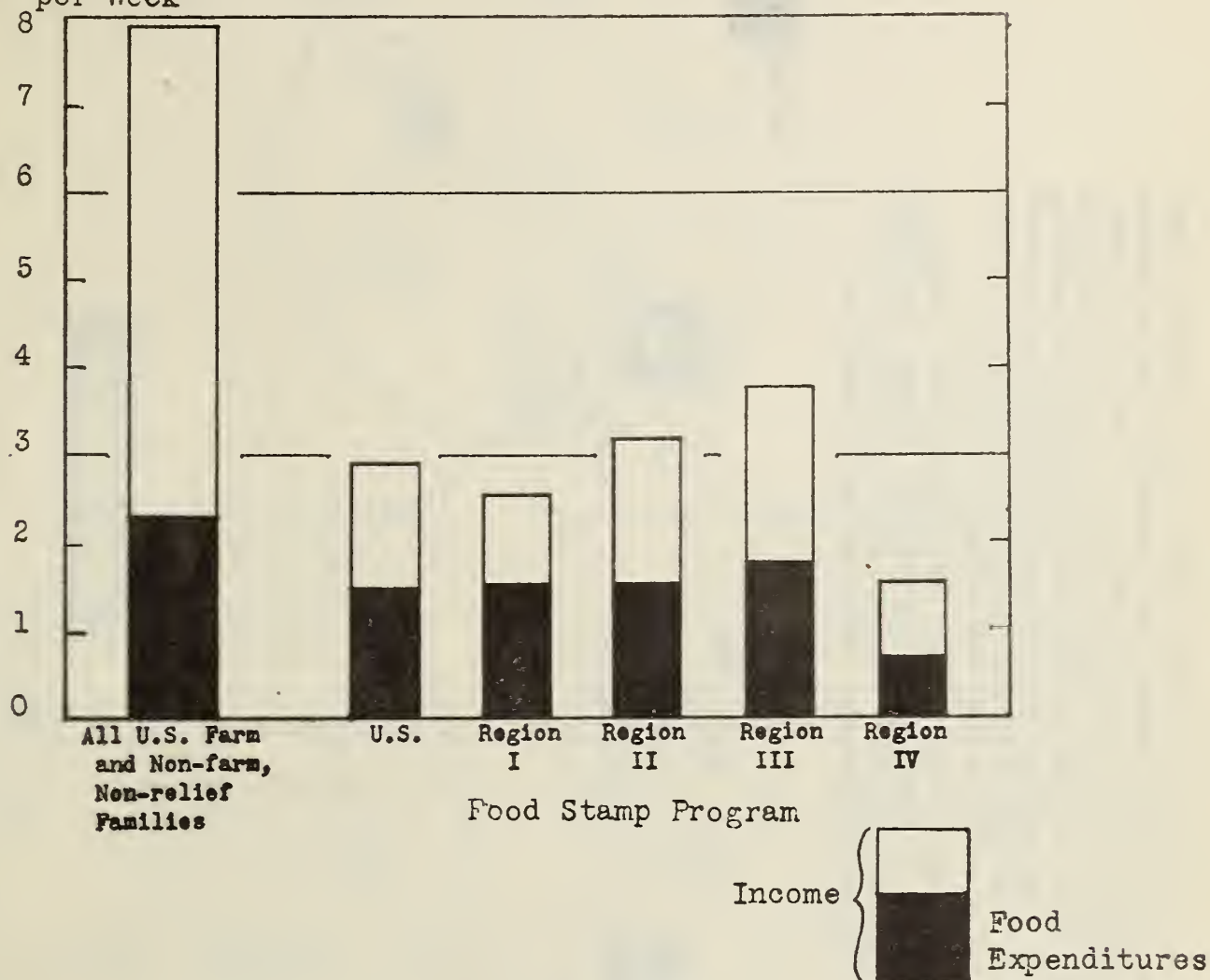
(Thousands of Dollars)



VIRGIN IS. 19

Consumer Incomes and Food Expenditures Per Capita Per Week For
U. S. Non-farm Non-relief Families and For Families
Participating in the Food Stamp Program

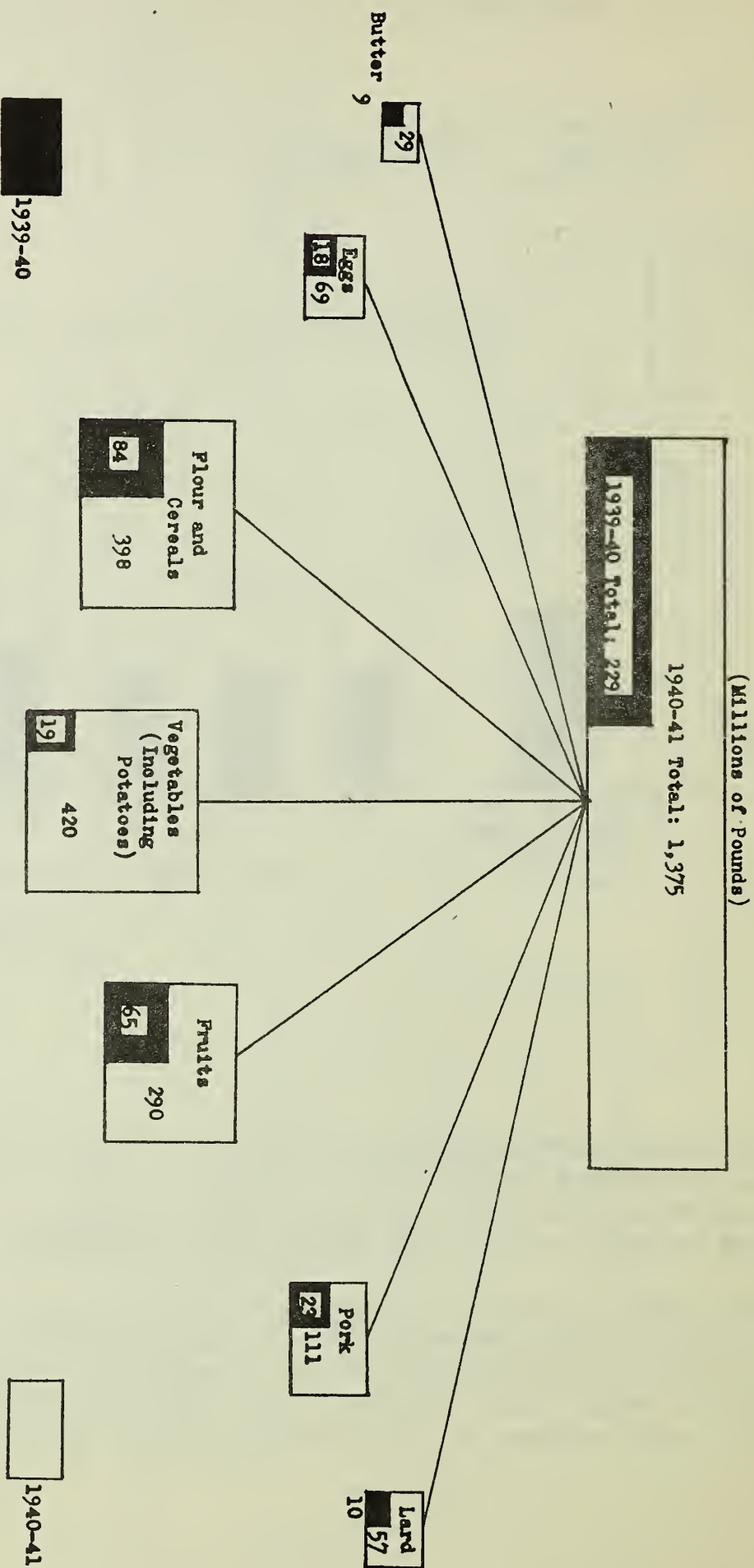
Dollars per Person
per Week



This chart shows the relation between food expenditures made by all non-farm, non-relief families in the United States in 1935-36 (represented by the bar at the far left) and those made by families eligible for the Food Stamp Program but not yet taking part in 1940-41.

The needy unemployed eligibles for the program are able to spend less than \$1.50 per person per week, 5 to 7 cents per meal, and as little as 3 cents per meal in the Southern States. Even these expenditures take 40 to 60 percent of their total income. Under the Food Stamp Program, those enabled to take part can increase their food purchases by $2\frac{1}{2}$ to 3 cents per meal.

Total Purchases of Blue Stamp Commodities Through the Food Stamp Program for the Fiscal Years 1939-40 and 1940-41

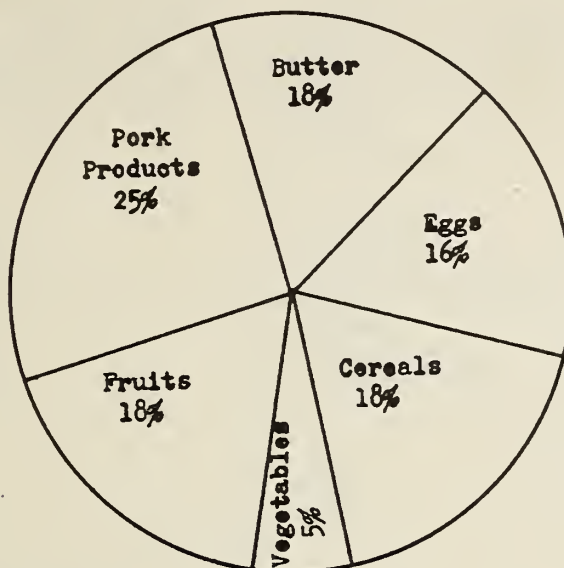


The growth of the Food Stamp Program is illustrated in the chart above in terms of the expansion in the total quantities distributed in the fiscal years 1939-40 and 1940-41. Nearly 1,400,000 pounds of foodstuffs were distributed in 1940-41, exceeding the total for the previous year by more than 5 times.

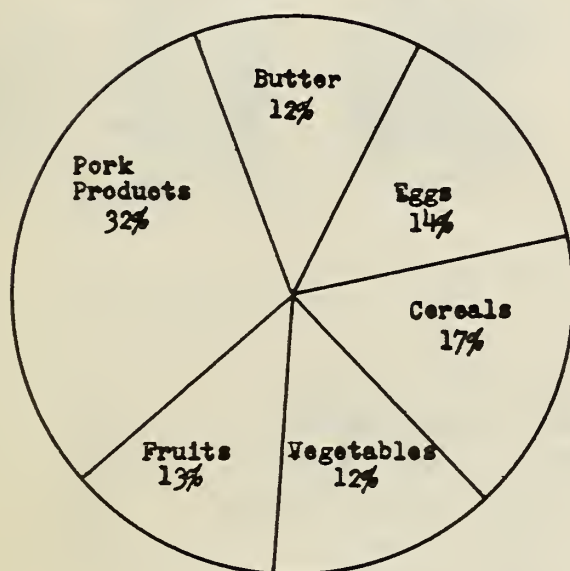
The vegetable and potato group assumed a position of primary importance in the total volume distributed in the latter year when potatoes and a wider variety of vegetables were made available to Food Stamp Program participants. The quantity distributed was twenty-two times that in 1939-40. Since the fresh and dried fruits available each year were virtually the same, the quantity distributed in the second year represents an absolute growth due directly to the enlargement of the Program. This is also true of butter, eggs and cereals. Pork purchases increased by about 400 percent.

ALL REGIONS
ESTIMATED PERCENTAGE OF BLUE STAMP FUNDS
SPENT FOR THE MAIN COMMODITY GROUPS

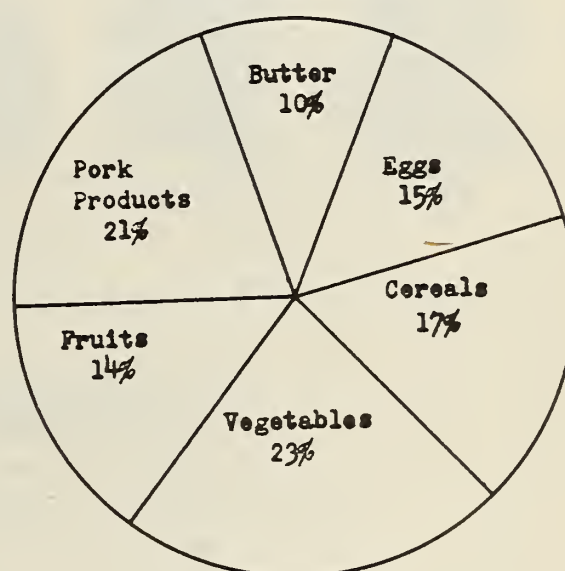
July 1939 - June 1940



July 1940 - June 1941



November 1941



These charts present the share of the blue stamp dollar allocated to each of the main commodity groups. The time periods covered include the two complete fiscal years 1939-40 and 1940-41, and the most recent month for which data are available.

Shifts in the proportion of the blue stamp dollar going to individual commodities or groups from one period to another reflect mainly changes in the commodities listed and their duration on the blue stamp list. Throughout the period charted above, the consumption of each of three of the six farm commodity groups - fruits, eggs, and cereals, has varied only slightly. These three groups account for slightly less than half of all farm commodities bought with blue stamps. At the same time, pork products and butter have fluctuated at differing rates, while vegetables, being more widely listed in each succeeding year, have constantly risen to a place of importance in the commodity picture.

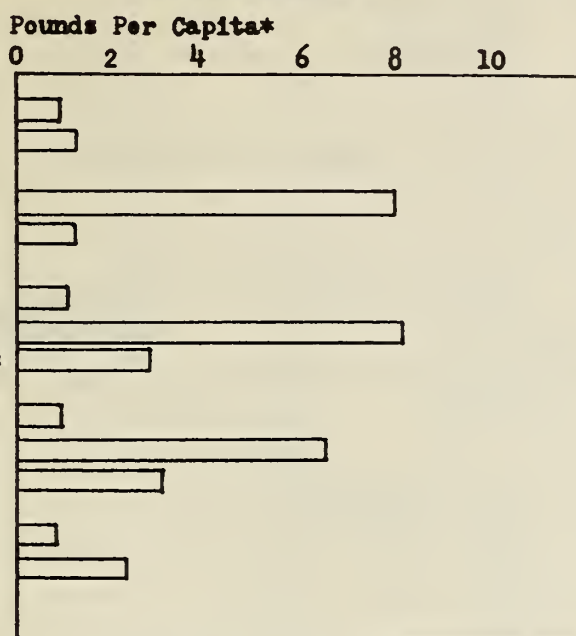
Average Monthly Per Capita Blue Stamp Expenditure
for the Main Groups of Blue Stamp Foods
During the Fiscal Year 1940-41



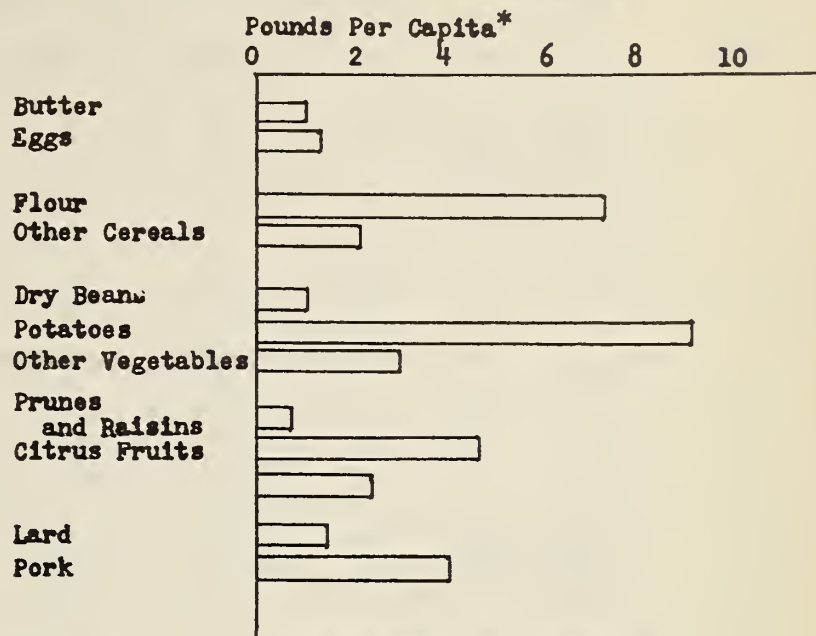
This chart shows how the average person spent the blue stamp funds received each month. An extremely large proportion of the total funds was spent on protective foods. Producers of pork, eggs, fruits and vegetables, and dairy products were among the important beneficiaries.

WHAT THE AVERAGE BLUE STAMP USER BUYS
ESTIMATED AVERAGE MONTHLY PER CAPITA PURCHASES OF SPECIFIED COMMODITIES
WITH BLUE STAMPS JULY 1940 - JUNE 1941

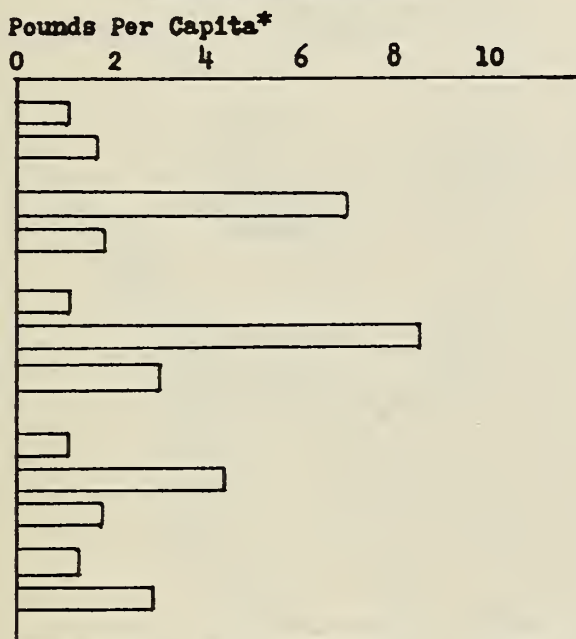
WESTERN REGION



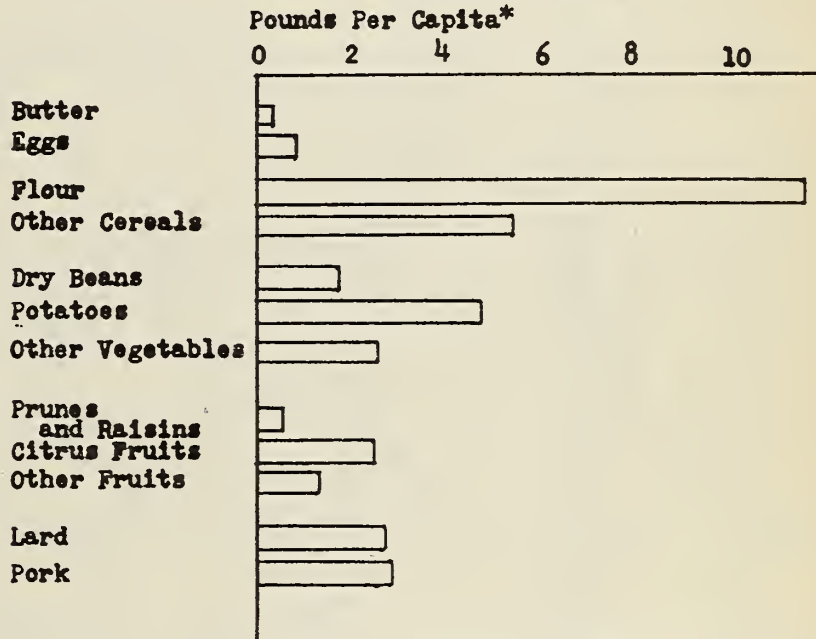
MIDWESTERN REGION



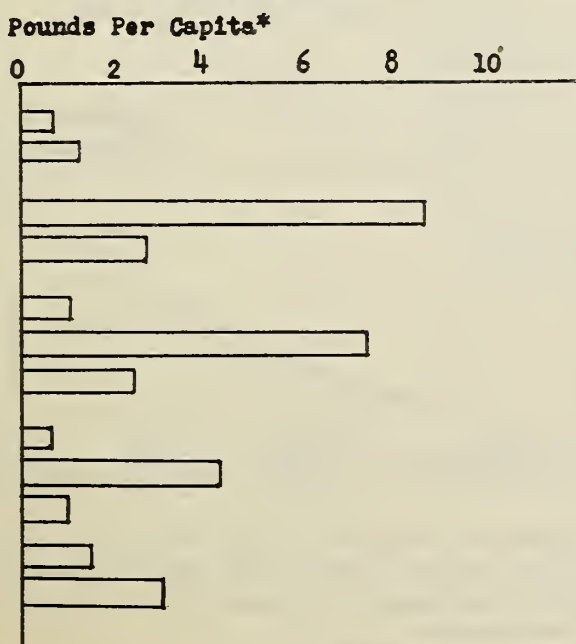
NORTHEASTERN REGION



SOUTHERN REGION



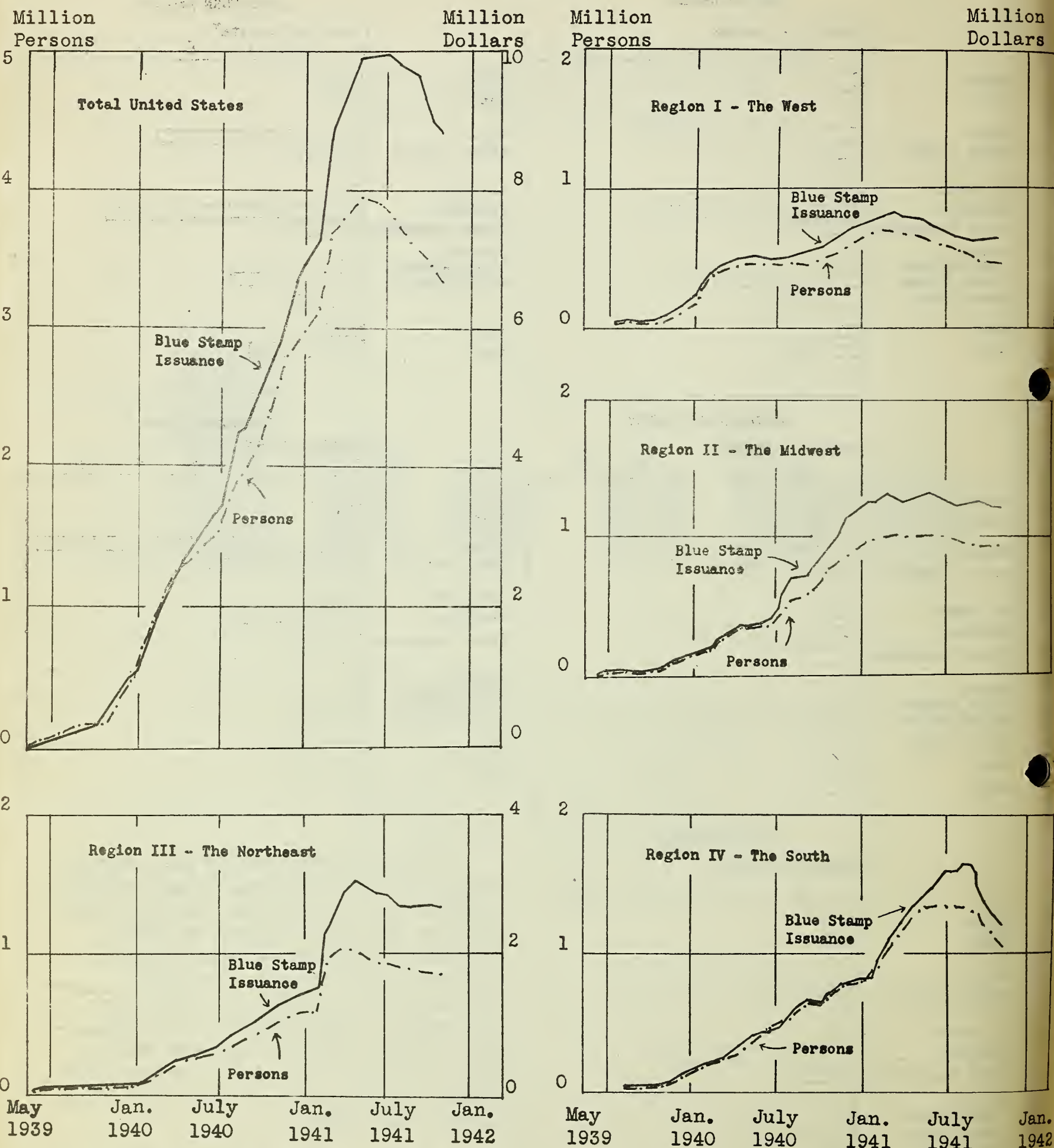
UNITED STATES



The average monthly per capita quantities of blue stamp foods depicted in these charts represent roughly one-third of the total volume of foods consumed by persons participating in the Food Stamp Program. Regional differences in purchasing habits are observable, especially for the South which uses a smaller volume of butter, eggs, potatoes, and citrus fruits, and a much larger volume of flour and other cereals, and lard.

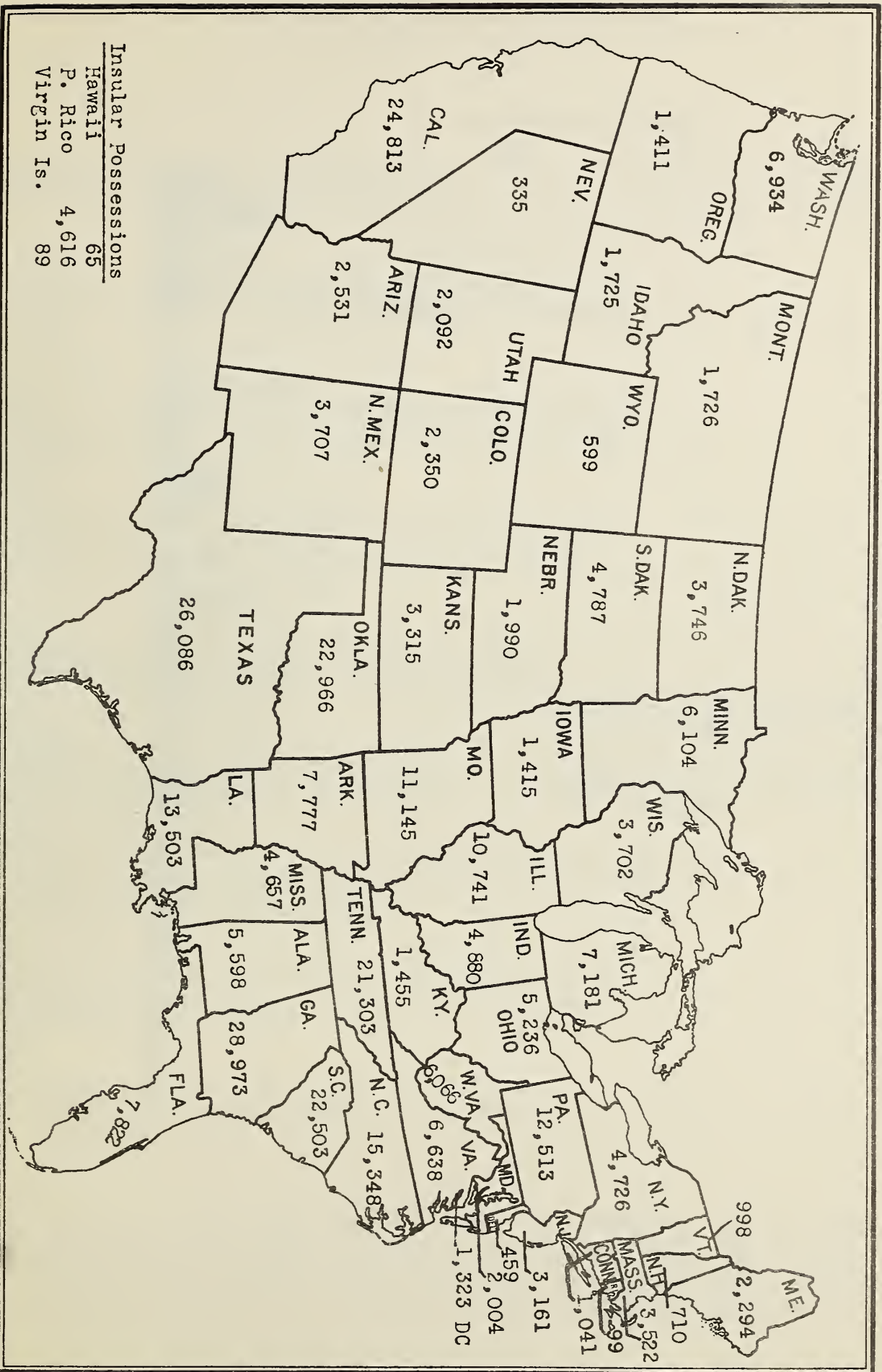
*Eggs in dozens.

DEVELOPMENT OF THE FOOD STAMP PROGRAM SINCE ITS OPENING IN MAY 1939:
NUMBER OF PERSONS PARTICIPATING AND VALUE OF BLUE STAMPS ISSUED
BY MONTHS



Since its inception, the Food Stamp Program has grown in two and one-half years until about 59 per cent of all the people in the United States live in areas designated for the program. Free blue stamps amounting to 146.6 million dollars have been issued by the Government during this period to improve returns to food growers by increasing the purchasing power of needy families receiving public assistance.

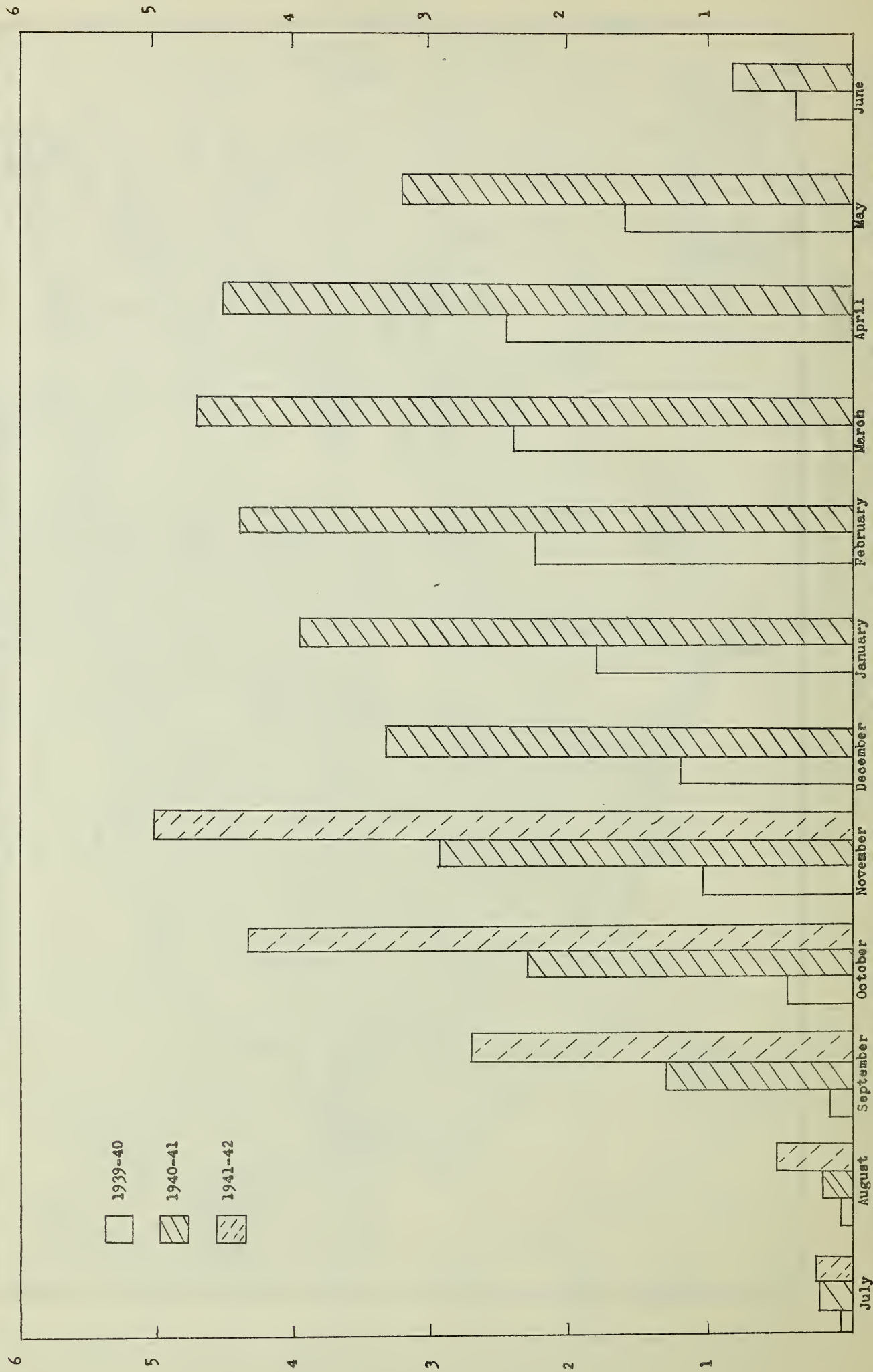
TOTAL QUANTITIES OF FOOD DISTRIBUTED TO SCHOOL LUNCH PROGRAM
BY STATES, FISCAL YEAR - 1940-41
(Thousands of Pounds)



A total of 341 million pounds of food was made available for free school lunches by the Surplus Marketing Administration in 1940-41. As shown on the map, the Southern States and California received a large share of the total. An average of 2.7 million children a month participated in the School Lunch Program during the year, rising to a peak of 4.7 millions in March 1941.

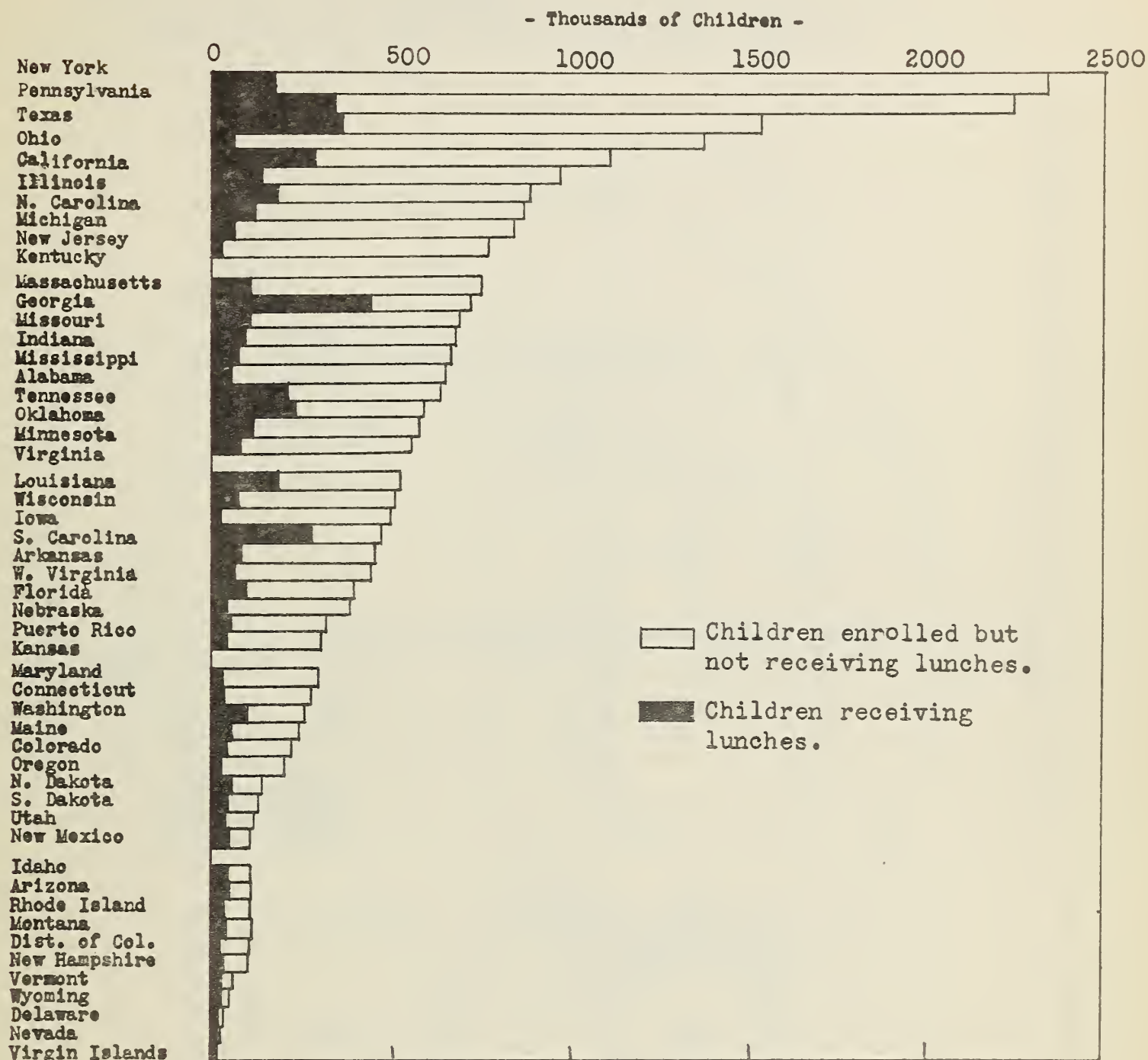
MONTHLY CHANGES IN THE
NUMBER OF CHILDREN PARTICIPATING IN THE SCHOOL LUNCH PROGRAM
JULY 1939 - NOVEMBER 1941

Millions of
Children



The bars indicate the number of children who received free lunches prepared from commodities furnished by the Surplus Marketing Administration. Large year-to-year differences for the same months reflect the growth and importance of the Program. In March, the peak month for the first two fiscal years shown, the figures were: in 1940, 2.5 million children in 36,000 schools; in 1941, 4.7 million children in 67,000 schools. This year previous peaks have already been exceeded, with 5.1 million children in 71,000 schools receiving free lunches in November.

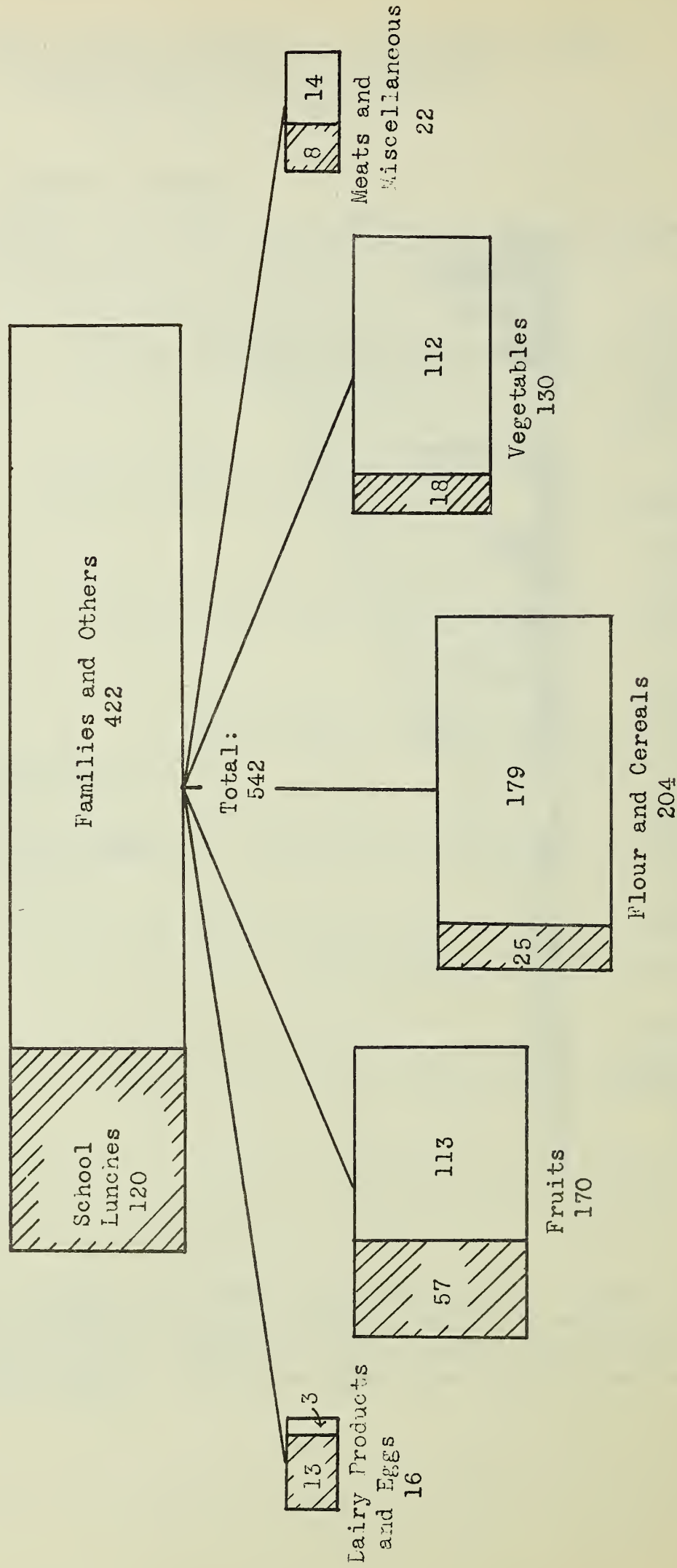
SCHOOL POPULATION AND CHILDREN RECEIVING FREE LUNCHES
THROUGH THE SCHOOL LUNCH PROGRAM
BY STATES - MARCH 1941



The peak for the 1940-41 school year was reached in March when 4.7 million children in 67,000 schools received free lunches. Georgia, Texas, Pennsylvania, South Carolina and California had the largest programs. This peak has already been surpassed in the current school year.

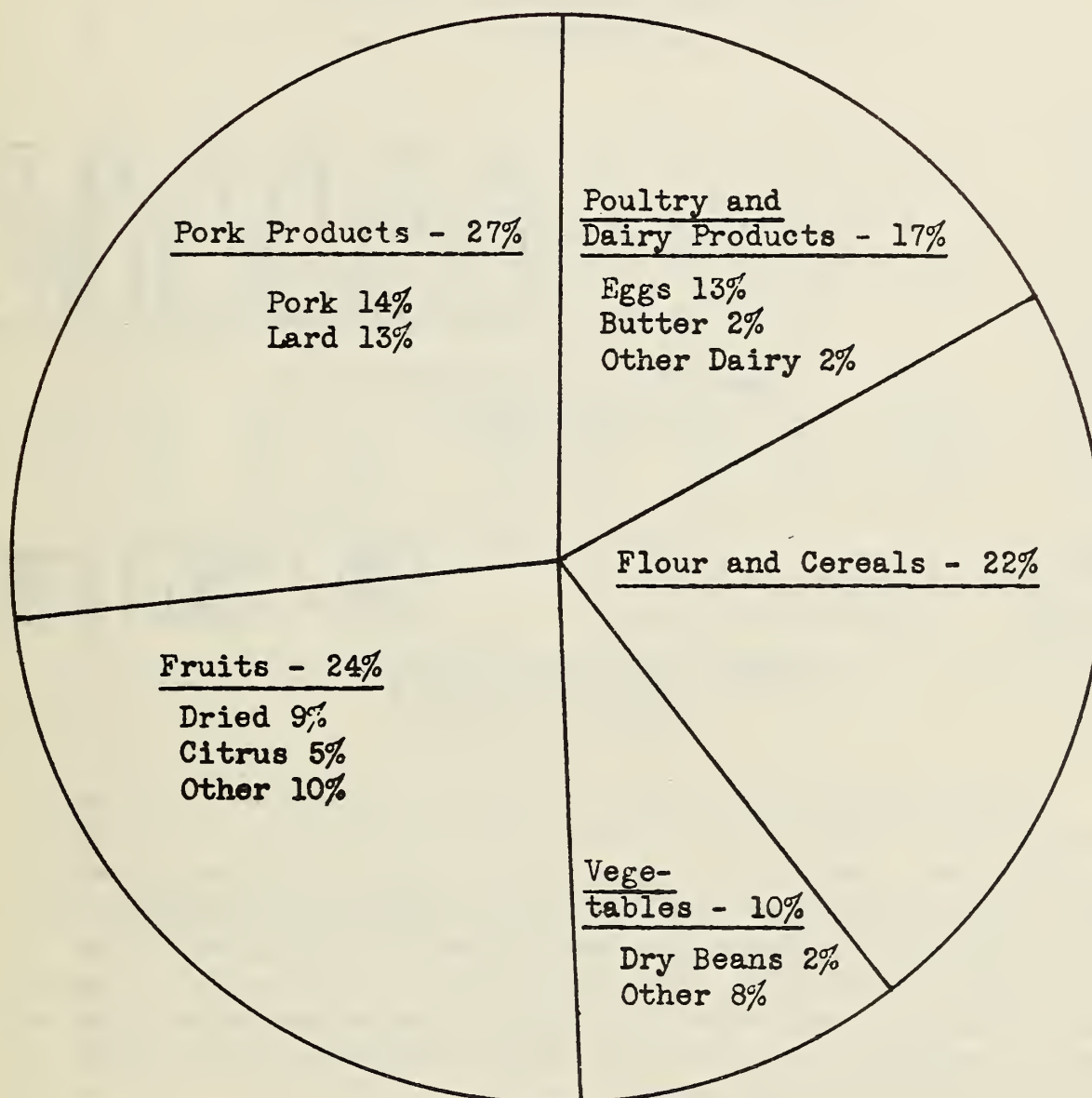
Commodities Distributed Directly for School Lunches and Families
July 1 - November 31, 1941

(Millions of Pounds)



Approximately 542 million pounds of foodstuffs have been distributed directly in the first 5 months of the fiscal year. By the end of the fiscal year the quantities distributed for school children will be greatly expanded since the program for the fiscal year began on an extensive scale only after October 1.

HOW THE FUNDS FOR THE DISTRIBUTION OF FOODS DIRECTLY TO
FAMILIES ARE USED, BY MAJOR FOOD GROUPS 1940-41



The chart shows the use of funds by major food groups and the principal subdivisions of each group. Including agricultural commodities purchased in previous years, the cost to the SMA of foods distributed to families during the fiscal year ended June 30, 1941 totaled 74 million dollars. Actual expenditures in the fiscal year amounted to considerably less.

LOW COST MILK PROGRAMS 1940-41

Penny Milk Program for
School Children

Low Cost Milk Program
for Families

Fiscal Year 1940-41



(Each figure represents 100,000
persons)



(Each figure represents 10
million quarts)

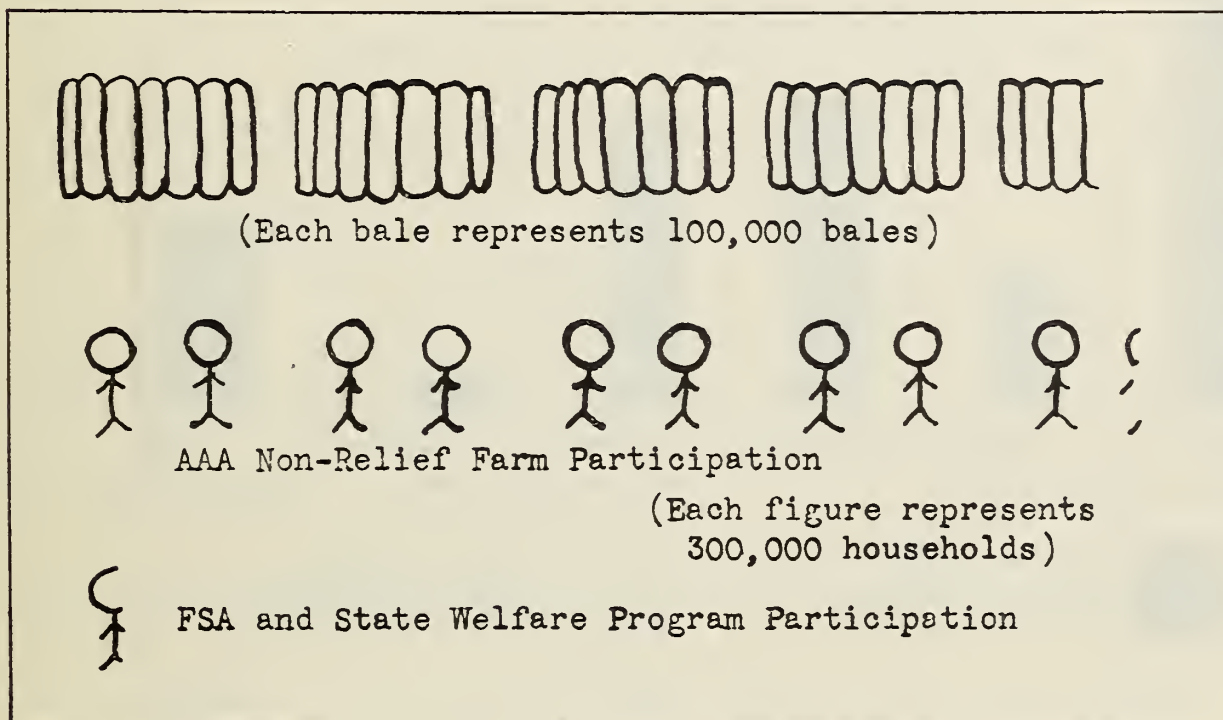


(Each figure represents 500
thousand dollars)

The Penny Milk and Low Cost Milk Programs are conducted through the cooperative efforts of three groups: the dairy producer who receives a lower price than he ordinarily would for Class I but more than for Class II milk; the handler who reduces his charges for processing and handling; and the government which pays a subsidy making possible the low-cost distribution. The school children or other agencies pay one penny per glass for the milk; and for families the usual charge is 5 cents per quart.

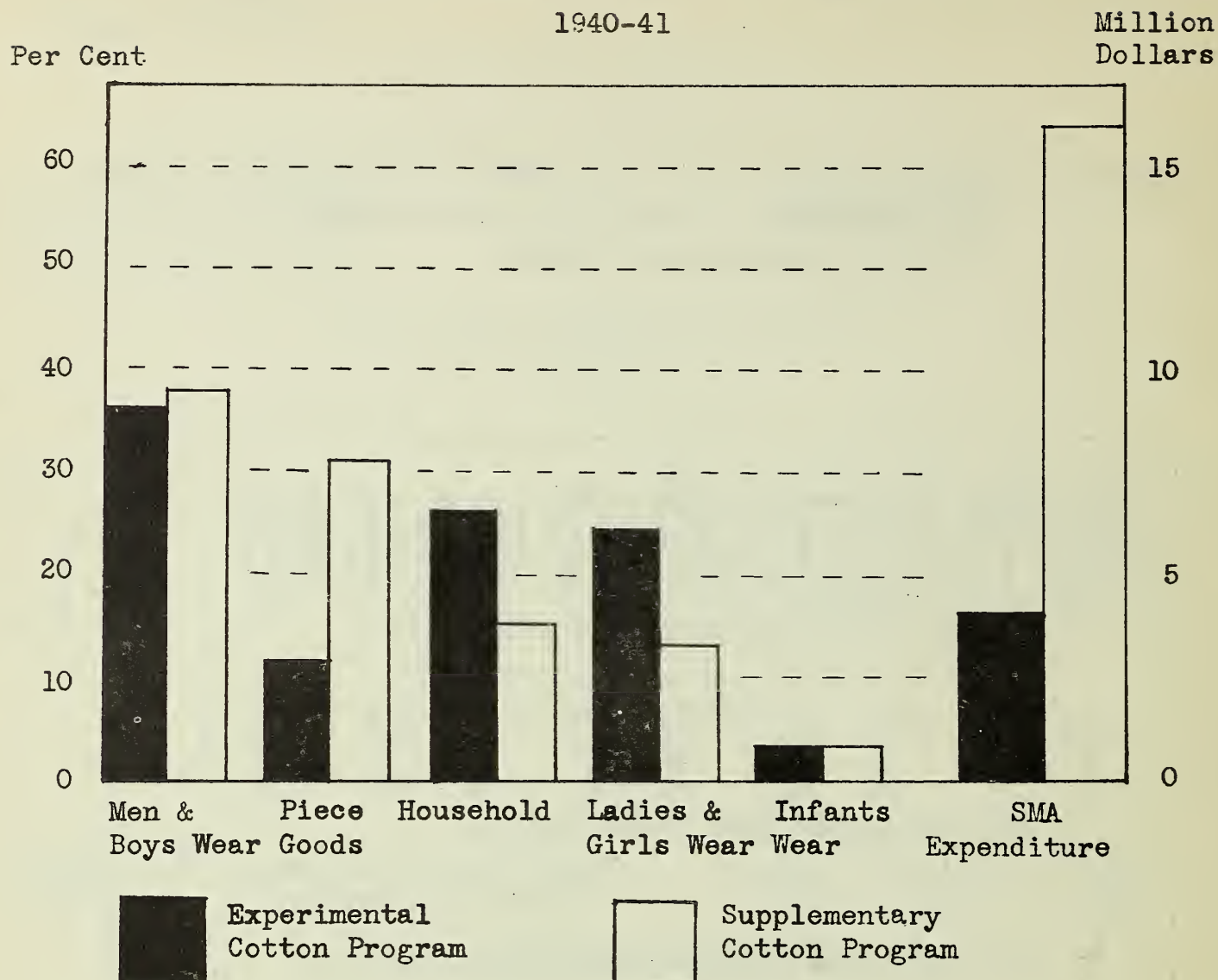
The Penny Milk Program for school children was begun late in the fiscal year and operated for a short time in 8 cities only, at a cost of approximately \$566,000. The Low Cost Milk Program for low-income families operated in 6 cities at a cost of approximately \$1,500,000. In 3 cities it operated for the full year, and in 3 for less than 6 months.

NUMBER OF BALES OF COTTON USED IN THE SMA COTTON MATTRESS PROGRAM
AND THE NUMBER OF PARTICIPATING FAMILIES
FISCAL YEAR 1940-41



The SMA supplied more than 450,000 bales of cotton during 1940-41 for manufacture into 4.2 million mattresses and 1.8 million comforters. About 2.8 million non-relief farm families, mostly in the South, received these articles under the program operated jointly by the SMA and the AAA. In addition, about 272,000 families processed their own mattresses and comforters under the direction of the FSA and State Welfare Agencies.

Use of Cotton Stamps by Farm and Urban Families

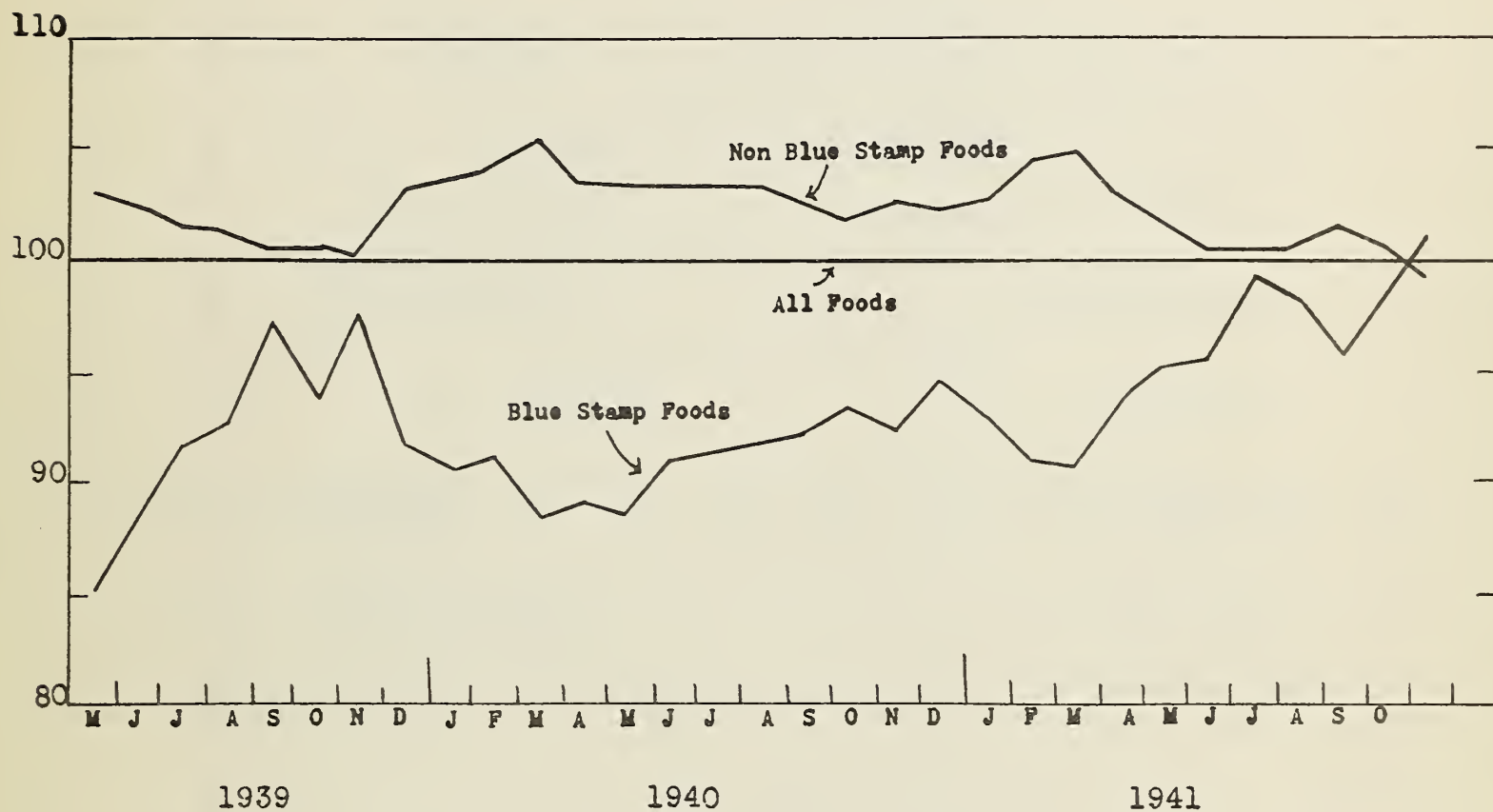


The Surplus Marketing Administration has sought to find increased domestic markets for cotton. It has attempted to develop new and expanded industrial uses, encouraged an extensive cotton mattress project and developed two novel cotton stamp plan approaches. Under one of these, the experimental cotton stamp plan, operating in 36 areas, needy unemployed families have been permitted to purchase green-colored cotton stamps and receive in addition free brown-colored stamps to be used to purchase increased quantities of cotton goods in regular retail channels. Under a special 1941 Supplementary Cotton Program nearly 900,000 cotton farmers received cotton stamps as benefit payments for reducing cotton acreage. At the same time, the farmers were encouraged to produce more food and feed for home use. Expenditures under the former program have totaled about 4 million dollars to date, and under the Supplementary Cotton Program, expenditures have totaled nearly 16 million dollars.

Users of stamps under the experimental program are chiefly urban; the Supplementary Cotton Program users are rural. Their purchases reflect these differences. Note that Supplementary Program families spent nearly one-third of their stamps for piece goods to be made into wearing apparel, while under the other program families spent only one-tenth of their stamps for this purpose.

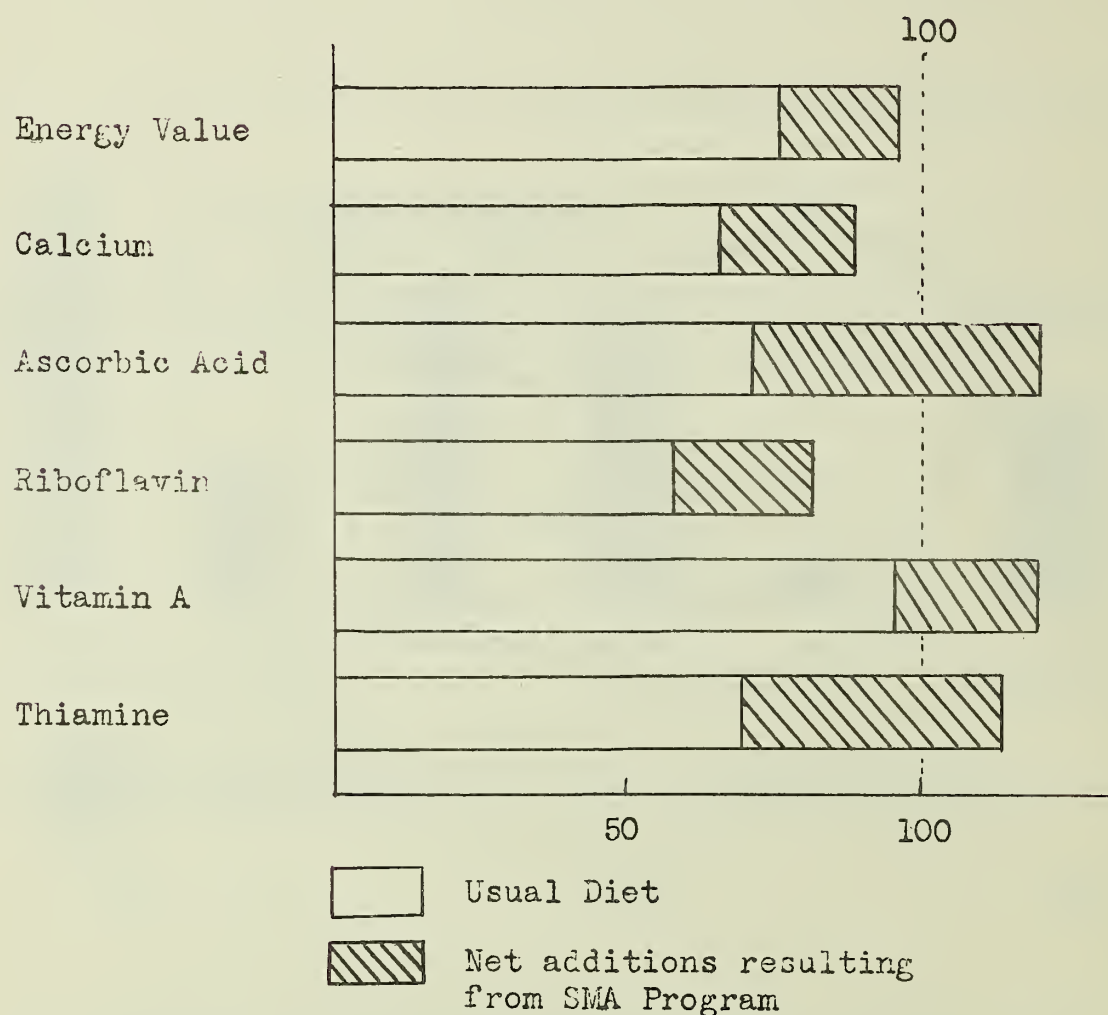
Retail Prices of Blue Stamp and Non Blue Stamp Foods
As a Percent of Prices of All Foods, By Months

May 1939 - November 1941



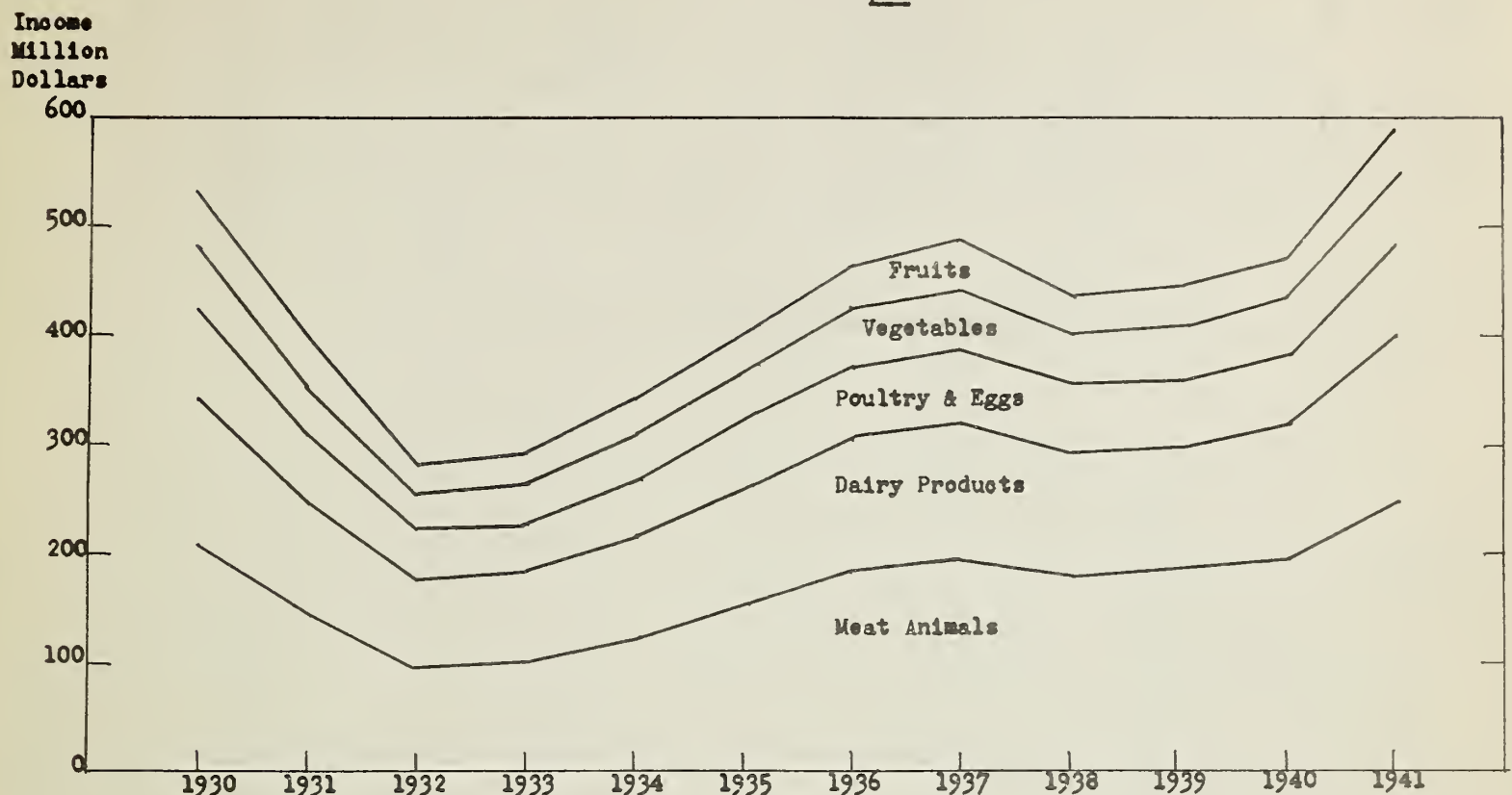
In May 1939 when the Stamp Program began and domestic distribution programs were expanded, prices of many commodities listed as blue stamp foods were at very low levels. Since that time, with increasing national income, Lend-lease buying and the greater support of the domestic distribution programs, those commodities most distressed in terms of price have risen to the level of all food prices.

The Influence of the Food Stamp Program on Diets



This chart derived from estimates based on studies made in 1940 by the Bureau of Home Economics illustrates the important contributions that the Food Stamp Program is making toward improving nutritional levels among participating families. The dotted vertical line represents the yardstick for nutrition recommended by the National Research Council. The unshaded section of each bar is the proportion of the recommended allowances obtained in usual diets of low-income groups receiving public assistance; the shaded sections are the additions derived from increases in blue stamp and other foods as a result of the Food Stamp Program. The outstanding dietary contributions of the Food Stamp Program in 1940 was to safeguard diets in vitamin A, thiamin and ascorbic acid, as well as to provide increased quantities of all other nutrients. The diets needed further reinforcement in riboflavin and calcium.

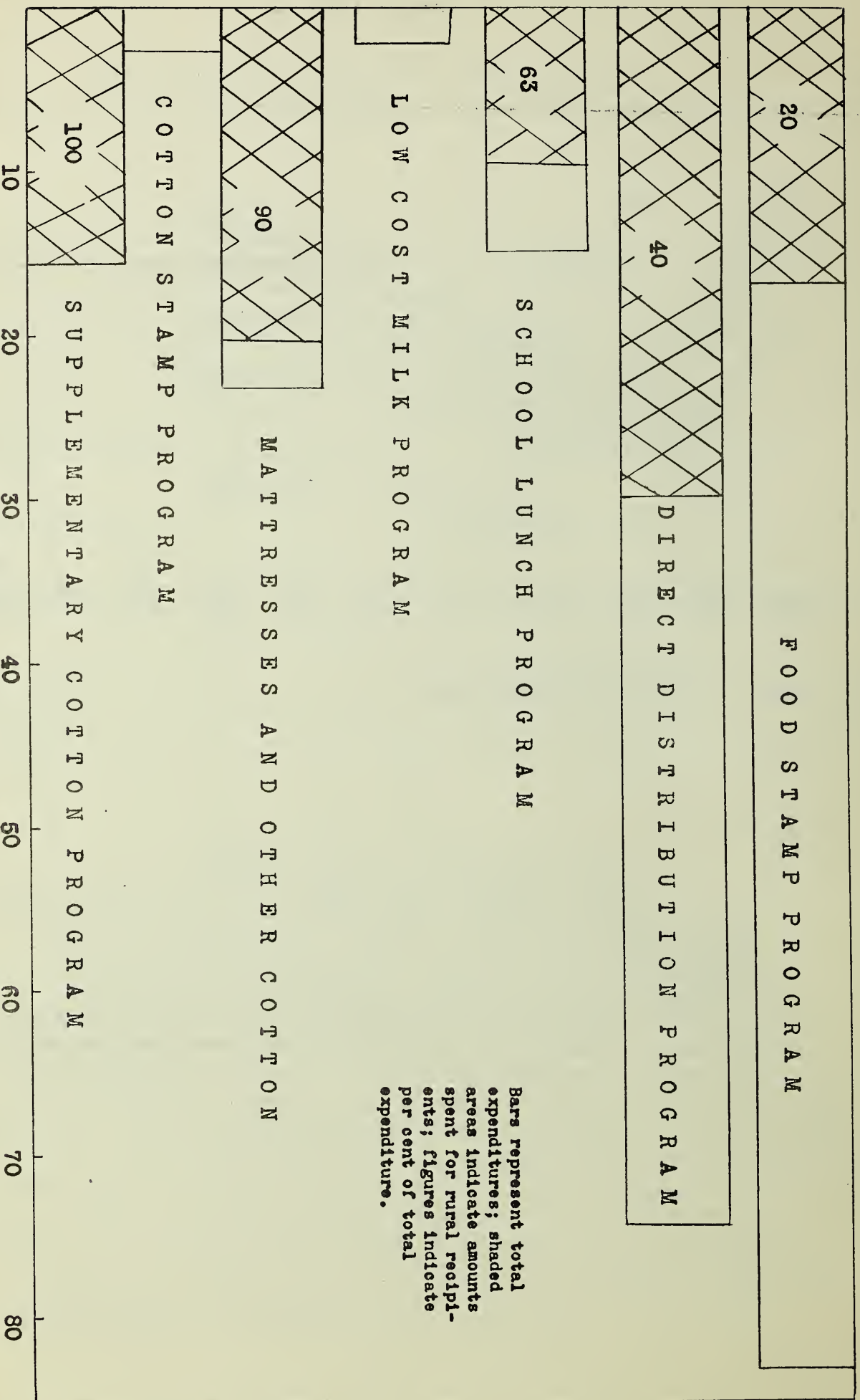
Average Monthly Cash Income for Certain Agricultural Products
1930 - 1941 ^{/1}



^{/1} Data for 1941 are preliminary.

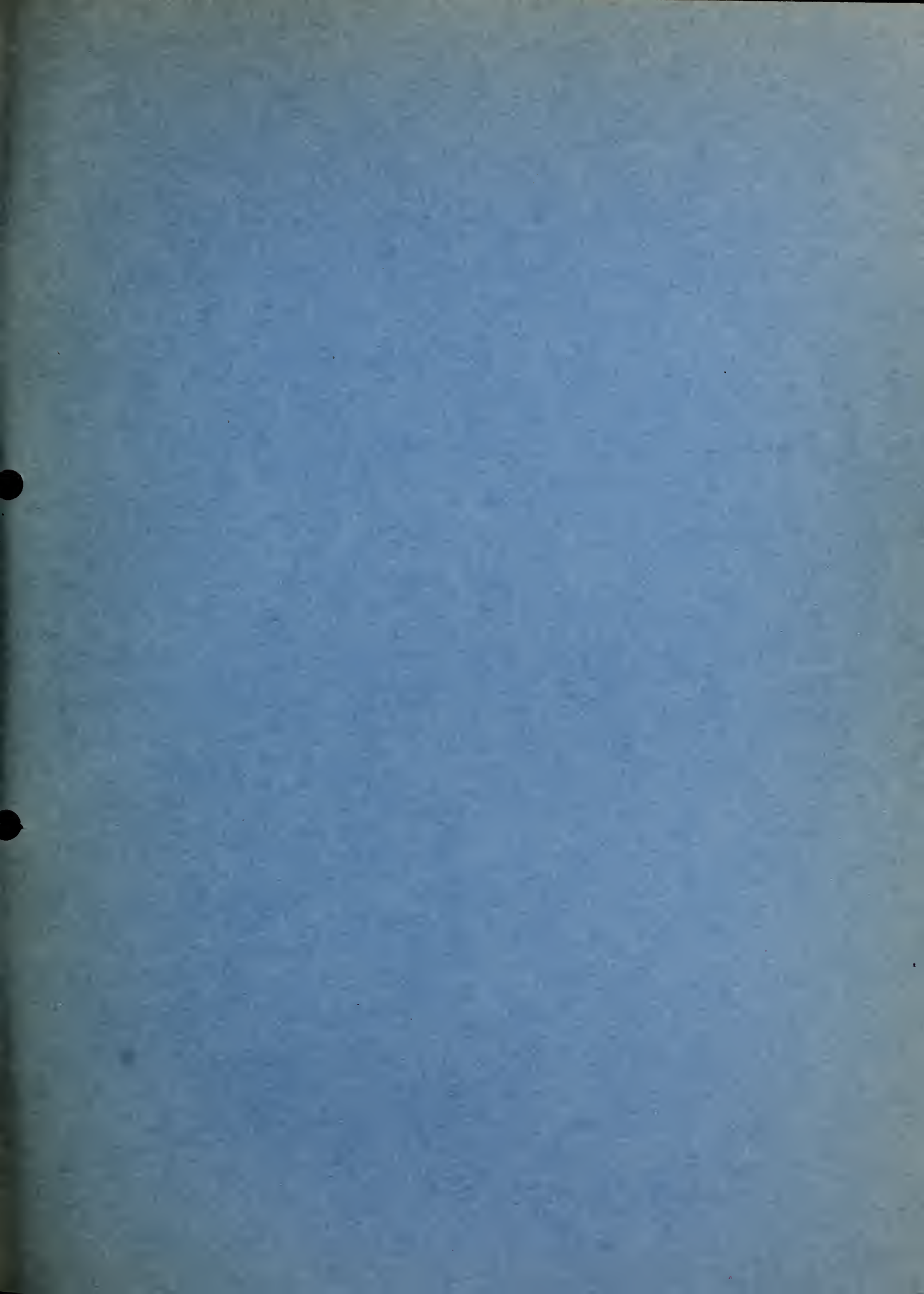
Farmers are most interested in substantial improvements in cash income. This figure shows that substantial improvements have taken place. Improvements in farm income come about through increased sales, through increased prices, or by a combination of both. The domestic distribution programs seek to support adequate prices to farmers and to secure increased farm income by providing a greater market for agricultural products.

THE SHARE OF SMA EXPENDITURES
RECEIVED BY PERSONS IN RURAL AREAS IN 1940-41



Note: Expenditures for the Supplementary Cotton Program are shown through December 12, 1941.

Rural families received commodities and stamps valued at 91.3 million dollars under the several SMA programs in 1940-41. This was 43 per cent of the total cost to the Government of 214.1 million dollars for foodstuffs and cotton products made available during the year. The share received by rural persons corresponds to their proportion of the U. S. population. In 1940, 43.5 per cent of the population was rural.



THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

THE UNIVERSITY OF CHICAGO LIBRARY

100 EAST 57TH STREET

CHICAGO, ILLINOIS 60637

TEL: 773-936-5000

FAX: 773-936-5001

WWW.CHICAGO.EDU

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

CHICAGO, ILLINOIS 60637

II -- FOOD STAMP PLAN

A - Proposed Washington Office Letter No. B-1 --

Certification and Eligibility
of Food Stamp and Direct Dis-
tribution Programs

B - Washington Office Letter No. B-2 --

Definition of Income

C - Proposed Washington Office Letter No. B-4 --

Allowable Bank Service Charges

D - The Importance of Adequate Orange Stamp Purchase Requirements

E - Proposed Washington Office Letter No. B-5 --

Income Basis of Issuance

F - Washington Office Letter No. B-6 --

Ineligibility of Evacuated Enemy
Aliens or American Citizens to
Participate in the Food Stamp or
Commodity Distribution Programs

G - An Example of a Typical Food Stamp Agreement

H - Cost to AMA of Blue Stamp Issuance and Average Number of Parti- cipants, by States, During the Fiscal Year 1941-42

I - Volume of Blue Stamp Issuance, Fiscal Year 1942, and Per Cent of Total Participants in AMA Family Food Distribution Programs, June 1942

J - Food Stamp Plan Areas in the United States, June 30, 1942

1 - Proposed Revision of the 1911

Revision of the 1911
of the 1911 and 1912
Revision of the 1911

2 - Revision of the 1911

Revision of the 1911

3 - Proposed Revision of the 1911

Revision of the 1911

4 - The Revision of the 1911

5 - Proposed Revision of the 1911

Revision of the 1911

6 - Proposed Revision of the 1911

Revision of the 1911
Revision of the 1911
Revision of the 1911
Revision of the 1911

7 - Proposed Revision of the 1911

8 - Proposed Revision of the 1911
Revision of the 1911

9 - Proposed Revision of the 1911
Revision of the 1911
Revision of the 1911

10 - Proposed Revision of the 1911

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

WASHINGTON OFFICE LETTER NO. B-1

Eligibility and Certification of Food
Stamp and Direct Distribution Programs

Section I: Persons and Groups Eligible for Food Stamps and Commodities.

The AMA will determine which groups of persons are eligible to participate in the food stamp and direct distribution programs in each area where these programs are operating. Persons and groups eligible to receive stamps or commodities will be limited to those who are actually receiving or are eligible to receive some form of public assistance, or who in the judgment of the AMA require food supplementation because of an emergency situation. Typically eligible groups are: persons receiving Social Security grants and General Relief recipients.

For each group of eligible persons the AMA will prescribe the stamp issuance formula under which the group may participate in the food stamp program and the allocation rate for participation in the direct distribution of commodities. The AMA Regional Administrator, with the approval of the Washington office, will put into effect the issuance formula.

Section II: Determination of Eligibility by Certifying Agencies.

Within the limits of the categorical groups declared eligible for the food stamp and direct distribution programs in a particular area under the provisions of Section I, above, the responsibility for determination of the eligibility of individuals and household table groups will normally be delegated by the AMA to a public welfare agency acting as certifying agency in accordance with the terms of the contract between the AMA and the state or local welfare department.

There will be a central and usually single certifying agency for each area and wherever possible this agency will be the local subdivision of the state welfare department. In unusual circumstances more than a single certifying agency may be necessary. However, in every instance the certifying agency will be a public agency. A public agency is an agency empowered by law to afford public assistance and funds, and to act in accordance with powers and duties established by law.

Note: A public agency in each local area will be given responsibility for the issuance of stamps or commodities to persons certified as eligible to receive them.

Section III. Duties and Responsibilities of the Certifying Agency.

The certifying agency or agencies shall perform such duties in connection with the food stamp and direct distribution programs, and utilize such procedures of investigation, certification, and record keeping as shall be deemed necessary by the AMA to insure the attainment of the purposes of the program, and as mutually agreed upon by the AMA and such agency or agencies. Responsibility for certification shall include: initial certification or recertification of eligibility for participation, subsequent changes of case status (such as changes in household size, income, address, etc.), transfer of cases from one category to another, consolidation of cases where the same "household table" is involved, and terminations of eligibility to participate. The information contained in welfare case records shall be kept confidential by the AMA at all times.

The following information on all certified households must be made available to representatives of the AMA whenever deemed necessary in the interests of the successful operation of the programs:

- (1) Household composition. (2) Source and total amount of household income. (3) Adjusted income. (4) Verification of income. (5) Welfare budget and grants, and (6) Facts secured during home visits which prove eligibility.

Section IV: AMA Certification Requirements.

After a case has been determined eligible by the certifying agency, based upon an investigation which includes a home visit or office interview and a verification of the income of every employable member of the household, certification shall be made for stamps or commodities. Records of the data obtained from such contacts shall be kept by the agency.

The AMA requires that the certification records, authorizations of eligibility and office record cards reflect accurately and currently the files of the welfare (referral and certifying) agencies insofar as these welfare records are pertinent to stamp program and direct distribution operations. Households on which the welfare agency has current information may be certified in accordance with the following requirements:

1. Certification shall include total number eating at household table:

All certifications for the food stamp and direct distribution programs should be made on the basis of the total number of persons eating at the same household table. Even though members of the household table group may be listed separately in welfare agency records, they should be certified as a household unit for purposes of stamp or direct distribution participation. For instance, where an ADC family of three, two General Relief clients, and a single OAA case all eat at the same table, they should be

[The text in this block is extremely faint and illegible, appearing as a series of horizontal lines across the page.]

6

6

certified as one household group of six (if there is no duplication in the case records) and should purchase as one unit instead of three, two, and one persons respectively. If some persons not dependent upon public assistance payments eat at the household table with public assistance recipients, they should be considered members of the household for stamp program and direct distribution purposes and certified by the welfare agency as part of the total household.

2. Household income shall be within income exclusion limits:

No household shall be eligible for certification and participation if its total adjusted household income exceeds the income limits established for the particular area. (The method of computing "total adjusted household income" is contained in Washington Office Letter No. B-2, issued June 1, 1942.) The Regional Administrator may make an exception to this requirement if households of three or more with income in excess of the AMA exclusion limits are totally dependent households. A totally dependent household is defined as a household whose total resources (regardless of source) do not exceed the maximum welfare budget of the category granted assistance.

3. Boarding houses and non-householders ineligible:

It is the definite responsibility of the certifying agency to eliminate from food stamp and direct distribution certification any person in an otherwise eligible group who lives at a boarding house, home for the aged, or under similar institution circumstances, since such persons are presumed unable to make legitimate use of stamps or commodities. Any household which contains three or more "boarders" shall be considered a commercial boarding house and thus ineligible to participate in the stamp and direct distribution programs. In other words, only those persons who are in need of and in a position to utilize stamps or commodities beneficially (usually only those who are "keeping house") may be certified for participation in the food stamp and direct distribution programs.

4. Regularity of re-investigation:

The AMA requires regularity of re-investigation to determine continued eligibility of all persons certified to the food stamp and direct distribution programs. Accurate certification information for households in all categories must be verified in accordance with the following schedule:

- a. Social Security households: Re-investigation once every twelve months for households composed entirely of Social Security assistance grantees and their dependents and containing no employable members.

- (1) If employable persons are living in the household, re-investigations should be made frequently enough to insure the accurate and current nature of the certification information.
- b. General Relief and WPA households: Re-investigation at least once every six months.
- c. Marginal and Non-Assistance households: Re-investigation once every three months. These households include the following types:
 - (1) Social Security cases living in non-assistance households.
 - (2) Private agency referrals.
 - (3) Non-assistance households certified as in need of assistance but not actually receiving any such assistance.

Re-investigation at more frequent intervals than those given above will be required if the case status has not been kept current and there is question as to the accuracy and validity of the certification information in any given category.

The Administration reserves the right to ask for reports from time to time on the quality and frequency of such re-investigation. It may, when deemed necessary and advisable, require that certification be made on particular cases or groups of cases for a specified period only.

The above certification requirements should apply uniformly to all groups of eligible recipients including WPA wage security earners. The local certifying agency should be held responsible for investigating the eligibility requirements of WPA workers. If the certifying agency is not able to assume this responsibility, persons working on WPA projects will not be eligible unless the WPA authorities can assume this responsibility and make other arrangements to have the eligibility status of its cases reviewed at six month intervals. In the event neither agency is able to assume responsibility for properly investigating the eligibility requirements of WPA cases, the eligibility of currently participating WPA cases will be cancelled.

The welfare agency will be expected to maintain adequate certification procedure in accordance with the standards specified in the agreement with the AMA. In order to determine the accuracy of these certifications, and thereby insure a basic requirement in the success of the programs, the Administration reserves the right to review the certifications, the certification procedure, the original source of certification information of local welfare agencies.

Section V: Form of Certification.

The form evidencing eligibility on which stamp program and commodity distribution certifications are made by the local certifying agencies

shall contain the information necessary to meet the above certification requirements and shall be approved necessary by the AMA. After the information needed is shown, the certification form is validated by the signature of an authorized representative of the certifying agency.

Section VI: Referral Agencies.

In some areas there are public and private agencies which have accepted responsibility for giving assistance to certain types of households. Some of these households are in need of additional food because adequate funds are not available to the agencies to make up the deficit. AMA provides that such cases may receive the benefits of the food stamp or direct distribution programs, provided these agencies can perform the work required of referral agencies. The following policies will apply to referral agencies.

1. Agencies other than certifying agencies shall be referral agencies only. A "referral" agency is one that investigates and refers eligible relief cases for whom it has accepted responsibility to the central certifying agency who certifies them to the food stamp and direct distribution programs.
2. The referral agency must be an agency concerned with relief activities and possessing case work policies and standards comparable or superior to those of the local certifying agency. It must therefore have family investigators, an agency budget and must use some standard basic budgetary guide in its determination of relief eligibility, and keep acceptable case records.
3. Agencies to be considered as referral agencies must be approved by the AMA and should be recommended by the state and local certifying agency which has knowledge of the agency as having acceptable standards. The referral agency would agree to abide by the same policies governing eligibility, periodic reviews, and case change of status that are followed by the certifying agency.

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

June 1, 1942

WASHINGTON OFFICE LETTER NO. D-2

Definition of Income

A uniform and consistent policy for defining income has become a necessity as eligibility and purchase requirements are based primarily on the resources or income of assistance and marginal or borderline households. The effectiveness of eligibility and orange stamp purchase requirements depends upon the accuracy with which the net income of eligible households is computed. The value of an accurate basis of issuance, for instance, can be destroyed by defining income in a manner that would place the bulk of a caseload in an income bracket lower than it should be if the total resources of the cases were carefully analyzed. In arriving at net income the A.M.A. cannot be as lenient in allowing deductions from gross incomes as most welfare departments. Our purpose is to determine an equitable proportion of the household's income which is used for the living expenses of the household, including the necessary food expenses. This purpose is not always the same as that of the welfare department and the A.M.A. policy will differ in some respects from existing welfare practices.

Section I: Income for Eligibility and Basis of Issuance Determination

Income for purposes of determining eligibility for participation in the distribution program, and also for determining the income classification on a income basis of issuance chart for the Food Stamp plan, shall be computed as follows:

- A. For an assistance household whose income is entirely from assistance grants:
 1. The amount of the assistance grant(s) plus any assistance income in kind equals the total income of the household.

Examples:

- a. A General Relief household of four receives a monthly GR grant of \$45.00 plus two tons of coal worth \$22.00. There is no other income in the household. Total monthly household income is \$67.00.
- b. An Old Age Assistance recipient receiving a monthly grant of \$20.00 lives with his daughter who receives a monthly ADU grant of \$30.00 for her two children. There is no other income in the household. Total monthly household income is \$50.00.

THE HISTORY OF THE

REIGN OF

CHARLES THE FIRST

IN WHICH ARE CONTAINED
THE
MOST IMPORTANT
EVENTS OF HIS REIGN
FROM HIS MARRIAGE
TO HIS DEATH
BY
JOHN BURNET
BISHOP OF SALISBURY

LONDON
Printed by J. Streater, at the Sign of the Gun, in St. Dunstons Church-yard, near St. Pauls Church
1679

THE HISTORY OF THE

REIGN OF

CHARLES THE FIRST

IN WHICH ARE CONTAINED

THE

MOST IMPORTANT

EVENTS OF HIS REIGN

FROM HIS MARRIAGE

TO HIS DEATH

- B. For an assistance household whose income is entirely from assistance grants and earnings of the head of the household (primary wage-earner).

1. The amount of the assistance grant(s) plus the total earnings of, or total contributions to, the head of the household equals the total income of the household.

Examples:

- a. A General Relief household of six receives a monthly GR grant of \$78.00 and the head of the household earns an average of \$12.00 a month at odd jobs. Total monthly income of household is \$90.00.
 - b. A General Relief family of four receives a monthly GR grant of \$40.00. It supplements this grant with \$25.00 a month paid to the head of the household by a boarder. The income of the boarder is \$100.00 per month, but only the amount paid to the head of the household should be included in the total household income. The total monthly income of this five person household is \$65.00. (The contribution of a "roomer" would be handled similarly, but the "roomer" would not be included in the household size.)
 - c. A General Relief family of five receives a monthly GR grant of \$60.00. This grant is supplemented by a \$19.00 contribution sent to the head of the family each month by a son in a distant city. Total monthly income of household is \$79.00.
- C. For an assistance household which has no assistance income from secondary wage-earners budgeted against the needs.
1. The amount of the assistance grant(s) plus the percentage of the non-assistance income budgeted by the welfare agency equals the total income of the household. The practice of the local welfare agency in budgeting non-assistance income should be followed as long as the percentage of the gross non-assistance income budgeted is at least 50 per cent. (Most agencies make allowance for work expenses in the percentage deduction allowed the secondary wage-earner.) If the agency has no regular practice, two-thirds of the gross non-assistance income should be added to the assistance income.

Example:

- a. An old family of five receives an assistance grant of \$45.00. A 17-year-old daughter earns \$35.00 a month as a stenographer. If the agency has a definite sliding scale or percentage formula of 60 per cent, \$21.00 should be added to the assistance grant making a total monthly household income of \$76.00. If the agency has no definite formula, one-third of the son's assistance income, or \$11.67 should be added to the assistance grant making a total monthly household income of \$56.67.
- b. The assistance unit(s) living in a non-assistance household. (This does not include cases living in rooming or boarding houses.)
- c. The amount of the assistance granted plus 100 per cent of the income of the non-assistance household equals the total household income.

Examples:

- a. An Old Age Assistance recipient receiving a monthly old grant of \$25.00 lives with his son, daughter-in-law, and their three children who do not receive any form of public assistance. The son earns \$75.00 per month. The total household income should equal \$25.00 plus \$75.00 or a monthly income of \$100.00.
- b. Two 12th children receiving a grant of \$30.00 are placed in a foster home. If the non-assistance income of the foster home is \$85.00 per month, the total monthly household income would be \$115.00.

2.2. As a general principle, income must include, in addition to cash, all material income such as free fuel, distributed welfare property expenses, and rental value, bankings, royalties, free fuel, free food, etc.

Section 2: Allowable Deductions from Gross Income

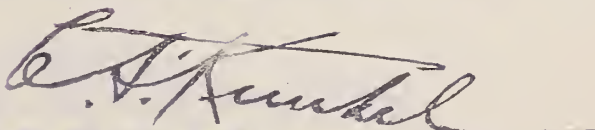
In budgeting earned and non-assistance income from welfare departments under income deductions which are more liberal than the AHA and allow in computing income for eligibility in the distribution programs. The income deductions that may be allowed by AHA are as follows:

- a. Allowances for unusual fixed expenses which increase gross income without a corresponding increase in the resources available for food purchases.

1. Allowances for fixed medical expenditures, such as insulin or other regular treatment, should be deducted from total income. Allowances for emergency or intermittent medical expenditures should not be reported as increased income.
2. When it has become necessary for a welfare agency to pay rent in excess of the regular budget allowance in an area where rents have increased abnormally (such as in a defense area) the differential between the regular allowance and the higher rent actually paid may be deducted from the gross income.

Example:

- a. If a General Relief household pays \$25.00 rent when the maximum allowance and actual gross of the welfare agency is \$20.00, the \$5.00 differential may be deducted from the gross income of the household.
- b. Reasonable expenses incident to employment, such as uniforms, tools, child care, and lunches may be deducted from gross income, except when the welfare agency allows for these expenses in applying less than 100 per cent of the wages when budgeting this non-realisable income. In rural areas where part of the household income is from the sale of home-produced food, a deduction may be allowed for the expenses incident to production of the food sold.
- c. When a family has a significant amount of home-grown or free food reserves, the value of such food should be deducted as follows:
 1. Food stamp eligible: The value of free food should not be included in the total gross income for the household. Studies of the Economic Analysis Section indicate that from one-third to one-half of such food reserve is substituted for normal cash food purchases. Therefore, in suggesting the orange stamp purchase requirement, a deduction ranging from one-third to one-half of the value of the home-grown food may be allowed in the purchase rate.
 2. Commodity distribution eligible: Since from one-third to one-half of food reserves are substituted for normal cash food purchases, from one-half to two-thirds of the value of food reserves should be added to the gross income of these households.



G. F. Amstel
Chief, Distribution Branch

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

LABORATORY OF ORGANIC CHEMISTRY

CHICAGO, ILLINOIS

RECEIVED

APR 10 1950

FROM

DR. J. E. HUNTER

TO

DR. R. M. BROWN

CHICAGO, ILLINOIS

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

Processed 10/1/52

June 14, 1952

WASHINGTON OFFICE LETTER NO. 3-4

Aluminum Food Stamp Cards

The four regions have adopted different practices with respect to allowing banks to charge for the out-of-pocket expenses incident to the handling, shipping and insuring of food stamp cards when acting as collecting agents for their customers. The practices vary from making the banks to collect the service charge by passing this individual banks to charge as high as 15¢ and 25¢ per card. It has been determined that banks may be reimbursed for the out-of-pocket expenses incident to rendering this service. It also has been determined from cost analysis that expense should not exceed 1¢ per card except under extraordinary circumstances and it would be permissible to charge up to 15¢ per card.

In order that out-of-pocket expenses of post banks not be covered by this maximum charge per card, we are recommending that the following procedure be suggested to banks for adoption in shipping stamp cards to retail outlets for collection:

- (1) Stamp cards should be shipped by railway express marked "Food Stamps - Balance \$50.00". This insurance is given free of charge by the railway express.
- (2) Value in excess of \$50.00 should be insured under an "all-risk marine" type policy. This type of policy can be secured from any insurance agency and costs about \$.001 per card.
- (3) Cards should be accumulated to the maximum weight allowable under the minimum shipping charge by railway express. For instance, it costs 50¢ to ship two three pound packages, but only 15¢ to ship one six pound package from Washington, D. C. to New York City.

Since railway express rates vary according to porridge and are not computed by distance in miles or by pounds, it should be possible for banks to ship food stamp cards at an approximate cost of 1¢ per card. In areas where individual banks do not have sufficient volume to make it feasible for them to ship their cards by rail-way express, arrangements should be made to have the cards sent their cards to a clearing house which would accumulate small lots from several banks and ship one large package to the nearest Agricultural Marketing Administration field office.

Postbanks acting as a collecting agent for retail merchants shall not be permitted to make charges for handling, shipping and insuring stamps.

C. F. Small

C. F. Small
Chief, Distribution Branch

The Importance of Adequate Market Study Through Surveys in the Food Stamp Program

The investigation of current needs through market research is one of the most important factors to be considered in the administration of the Food Stamp Program. While the Food Stamp Program seeks to provide food and necessities through the food stamp system issued to participating families, the food stamps can achieve this purpose only if they are used in food purchases substantially more than could be achieved if no systematic survey of need were distributed to the families. The distribution of food stamps is based upon a survey of food expenditures in average households and upon a survey of food stamp usage in each State. Insufficient market research is an affliction of the program.

As indicated, information about the food purchasing habits of low-income groups has been secured, and an additional systematic survey is being made. It has been possible to effect revisions in stamp usage and purchase requirements that give proper consideration to income, family size and usual food purchases of public assistance families. However, additional market research is needed to achieve the objectives of the program.

Departmental studies show previous requirements in stamp program requirements for expenditures of approximately \$1.00 per month per person for the purchase of average stamps with a requirement of such stamps at a ratio of 1 to 1. It was noted from these studies that stamps were issued free without the purchase of average stamps. Generally, families were not required for participation on a categorical basis and purchase requirements varied according to the amount of the grant and between various areas. There is some, however, a shift to the income basis of issuance in some areas where it has been found that stamps should purchase requirements based upon family income and size. Family size rather than type of residence give more adequate indication of meeting the average food expenditures of all the families. Special food purchases vary according to income and family size and not automatically according to category or categorical status. Meeting the average stamp purchase requirements is a continuous process and to measure stamp purchases on the basis of income are necessary in order to more effectively accomplish the objectives of the program, and prevent accumulation of stamp usage for social assistance.

On the basis of data secured through studies of food expenditures among low-income families, a guide was derived setting forth the income and income limits within which average stamp purchase requirements should be established. The regional offices after proper consideration of local conditions and factors have the responsibility of recommending the actual purchase requirements, but the national office will generally be responsible for the final review of the requirements. The national office will also be responsible for the review of the stamp usage and stamp purchase requirements should generally be based on income.

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

July 1, 1948

WASHINGTON CIVIL DIVISION NO. 3-9

Income Basis of Issuance

1. Income Basis of Issuance

To accomplish the basic objectives of the Food Stamp program it is essential that orange stamp purchase requirements reflect as precisely as possible the normal food purchases of participants. Past experience together with current studies of the food purchasing habits of over 5,000 public assistance families have demonstrated conclusively that the program has greater effectiveness when the orange stamp purchase requirements are controlled by (1) the total cash income available, and (2) the number of individuals eating at the family table. Both of these factors are given primary consideration in determining orange stamp purchase requirements under an income basis of issuance.

In view of these considerations, the income basis of issuance is recommended for use in all operating areas and Regional Directors should proceed as rapidly as possible to change over from the categorical basis of issuance still in effect in many areas. It, however, there is reason to believe that the purposes of the Program can be better effectuated by a basis of issuance determined on other factors, as, for example, participation of the categorical basis of issuance in some cases, complete justification for the alternative approach should be presented to the Washington office for approval before adopted.

2. Certification for Income Basis of Issuance

Certification for participation in the Food Stamp program will be made in accordance with instructions established in Distribution Branch letter 3-1.

Submission of local income for the purpose of establishing eligibility and the basis for participation will be made in accordance with instructions published in Distribution Branch letter 3-1, Certification of Income.

3. Food Stamp Program Stamp Purchase Requirements

It is the purpose of this letter to establish the stamp purchase requirements that shall be in effect in each area. It is further that

variations exist between areas and that allowances must be made for this. There is, however, sufficient evidence in the food purchase studies and operational experience from which limits may be established within which range stamp purchase requirements should be set.

The Regional Director shall have the responsibility for determining the actual minimum and maximum range stamp purchase requirements for each province and provided these requirements are within the limits established in Table I for Regions I, II and III and Table 2 for urban areas in Region IV. These limits are based upon the close and reliable linkage food expenditure, income and table size. They are not to be construed as minimum or maximum rates but comprise the limits within which actual purchase requirements may be established. They also afford sufficient latitude to permit any necessary adjustments for inter-regional differences in income or food purchase habits.

On the basis of statistical evidence available there appears to be little justification for establishing minimum requirements below the lower limits of the proposed range. If, however, the Regional Director has convincing evidence that local economic conditions or other factors demand a rate of purchase below the lower limit for a specific income or family size group, the suggested reduction must be presented to the Washington office with substantiating evidence for approval before any deviation may be allowed.

In order to insure the proposed system is administered in the upper half of the range a maximum established as the upper limit of the range may not, in the opinion of the Regional Director, afford sufficient range between the minimum and maximum. In such cases the Regional Director may recommend a maximum that is higher than the upper limit of the range provided however that the maximum does not exceed the minimum by more than \$0.50 for tables sizes 1, 2, 3, and 4; \$0.00 for sizes 5, 6, and 7; and \$1.00 for sizes 8 and over.

4. Upper Income Excluding Families

Families of specified size whose total income is in excess of the amount given in the following table will be excluded from participation in the program. Total income should include all cash income plus a fixed value for free rent or income in kind. Although participation in the stamp program should be limited to families whose total income is below the suggested exclusion points, these limits are not necessarily mandatory. Regional Directors may frequently find it advisable for more effective program operation to establish upper exclusion points below those herein provided, but in no case should families with income in excess of these amounts be allowed to participate.

1 For more detailed explanation of method employed in deriving of this table see table of Income Basis of Jamaica.

1. General Information

The purpose of this report is to provide information on the results of the investigation of the cause of the failure of the structure. The investigation was conducted by the following methods:

1912

1913

1914

1915

1916

1917

1918

1919

1920

1921

1922

1923

1924

1925

1926

1927

1928

1929

1930

THE UNITED STATES OF AMERICA
DEPARTMENT OF AGRICULTURE
WASHINGTON, D. C.

July 14, 1918

MEMORANDUM FOR THE SECRETARY

Subject: The National Bureau of Plant Industry
and the Bureau of Entomology and Plant Quarantine
Department of Agriculture

The National Bureau of Plant Industry and the Bureau of Entomology and Plant Quarantine are the two principal agencies of the Department of Agriculture which are concerned with the protection of the Nation's crops and forests from insect and disease pests. The two bureaus have been working closely together for many years, and their cooperation has been of great benefit to the Nation.

The question has arisen as to the advisability of having the two bureaus placed under a single administrative head. It is suggested that the two bureaus be placed under a single administrative head, and that this head be a member of the Department of Agriculture. This would be a desirable arrangement, as it would insure the close cooperation and coordination of the two bureaus, and it would also insure the efficient administration of the two bureaus.

It is suggested that the two bureaus be placed under a single administrative head, and that this head be a member of the Department of Agriculture. This would be a desirable arrangement, as it would insure the close cooperation and coordination of the two bureaus, and it would also insure the efficient administration of the two bureaus.

E. T. Kunkel

U. S. Bureau
Bureau of Entomology and Plant Quarantine

remain in effect and such counties continue to so operate.

Section 2. Nothing contained in this article shall be construed as limiting, effecting or modifying any other responsibilities or undertakings of the State Welfare Department which are established and set forth in this agreement.

ARTICLE II. AGREEMENTS WITH POLITICAL SUBDIVISIONS OF THE STATE OF _____

Section 1. Except as specifically provided herein, nothing contained in this agreement shall be interpreted or construed to limit, modify, or in any manner the duties and responsibilities of any political subdivision of the State of _____ which has heretofore contracted, or which may hereafter contract, with the Administration relative to the issuance of food order stamps or cotton order stamps or both types of such stamps. The responsibility and authority of the State Welfare Department to effectuate further the terms and provisions of this agreement shall be more fully set forth and described in future contracts by and between the Administration, the State Welfare Department, and the respective political subdivisions of the State of _____.

ARTICLE III. DRAINAGE LEGISLATION PERTAINING TO THE COTTON STAMP PLAN

Section 1. During the next session of the Legislature of the State of _____ it is anticipated that appropriate legislation will be recommended to said Legislature which will enable the State Welfare Department, the several counties in the State of _____, and the several municipalities in said State to cooperate with the Administration in establishing and maintaining the Cotton Stamp Plan. If and when such legislation is enacted, it will be incorporated and added to this agreement as a part hereof. Anticipating such legislation, references in heretofore made throughout this agreement to the Cotton Stamp Plan.

ARTICLE IV. ESTABLISHMENT OF STATE REVOLVING FUND

Section 1. The State Welfare Department shall be responsible for the establishment and maintenance of a fund to be known as the "Food and Cotton Stamp Revolving Fund" in an amount to be determined by the Administration as adequate to effectuate the terms and provisions of this agreement, which fund shall be used by the State Welfare Department in regenerating orange colored food order stamps, and in the event the Cotton Stamp Plan is placed in operation in any area or areas in the State of _____, also green colored cotton order stamps. The State Welfare Department shall maintain in such revolving fund at all times an amount of cash on hand or cash in transit which, added to the face value of the orange colored food order stamps and green colored cotton order stamps in the possession of the State Welfare Department, shall equal the total amount of such fund as determined by the Administration.

ARTICLE VI. APPLICABILITY OF REGULATIONS

Section 1. The Revised Regulations Governing the Food Stamp Plan, issued by the Secretary of Agriculture and made effective May 19, 1941, and the Revised Regulations Governing the Cotton Stamp Plan, issued by the Secretary of Agriculture and made effective May 1, 1941, as heretofore or hereafter amended (hereinafter referred to as the "regulations"), copies of which are attached hereto as "Exhibit A" and are made a part hereof, shall be binding upon the parties hereto. Administrative interpretations or constructions by the Secretary of Agriculture, or by the Administration, of such regulations shall be conclusive upon the State Welfare Department immediately upon the receipt by the State Welfare Department or notice of such interpretations or constructions from the Administration. All disputes concerning or relating to the respective roles and responsibilities, as set forth in this agreement, undertaken by the parties hereto in connection with the institution, amendment, interpretation, or discontinuance of the Food Stamp Plan and the Cotton Stamp Plan, or either of said Plans, shall be decided by the Administration or its duly authorized representatives, and such decisions shall be final and conclusive upon the State Welfare Department. Nothing contained in this article shall, however, excuse the State Welfare Department from the diligent performance of its duties and responsibilities hereunder.

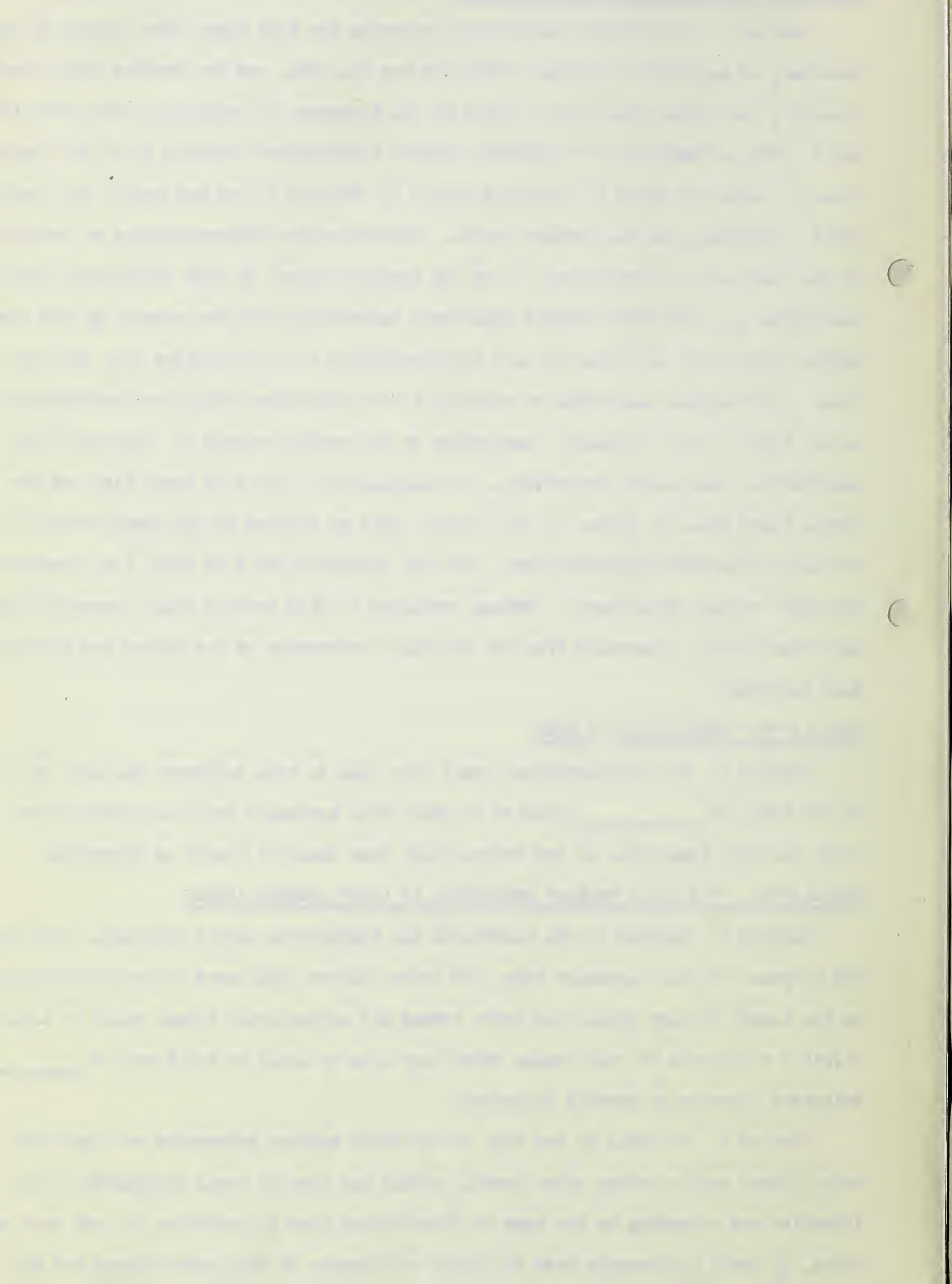
ARTICLE VII. DESIGNATION OF AREAS

Section 1. The Administration shall from time to time designate the area or areas in the State of _____ relative to which this agreement shall be effective and in which the Food Stamp Plan or the Cotton Stamp Plan shall be placed in operation.

ARTICLE VIII. THE STATE WELFARE DEPARTMENT IS STATE COORDINATING AGENCY

Section 1. Subject to the conditions and limitations herein contained, and for the purposes of this agreement only, the State Welfare Department is hereby designated as the agency through which food order stamps and cotton order stamps shall be issued to eligible recipients of such stamps within any area or areas in the State of _____ designated pursuant to article VI hereof.

Section 2. It shall be the duty of the State Welfare Department or issuer of food order stamps and/or cotton order stamps, within the area or areas designated by the Administration and according to the type of distribution plan in operation in such area or areas, in strict conformance with the basis of issuance of food order stamps and the basis of issuance of cotton order stamps as determined by the Administration and in strict conformance with the terms and provisions contained in a manual entitled "Procedures for Issuance of Food and/or Cotton Order Stamps", issued by the Administration. The Admin-



State Welfare Department, at the request of the Administration, shall institute and prosecute such punitive or remedial action against violators of the aforesaid regulations as may be desirable. Whenever it shall come to the attention of the State Welfare Department that violations of the said regulations have occurred or allegedly have occurred, the State Welfare Department shall promptly advise the Administration or its representatives of such violations or alleged violations. The State Welfare Department shall conduct such special audits or audits, as the Administration may require, of records required to be kept and maintained by the State Welfare Department under this agreement for the special purpose of ascertaining the existence of violations and assisting in the prevention of the continuation or repetition thereof.

ARTICLE X. CURRENCY OF STAMPS

Section 1. From time to time as food order stamp acts in the United States are issued in operation in any area or areas in the State of _____, cotton order stamps are required for issuance by the State Welfare Department to eligible stamp recipients in any area or areas relative to which this agreement is made effective, the State Welfare Department shall remit, without recourse except as specifically provided in this article, to a representative of the Treasury of the United States, as specifically designated by the Administration, sums of money equal to the face value of the orange colored food order stamps and the green colored cotton order stamps, as the case may be, requisitioned by the State Welfare Department, which money shall be used by the Treasurer of the United States in such manner as he shall deem necessary and proper to pay claims presented to him and supported by food order stamps or cotton order stamps. All such remittances by the State Welfare Department shall be made in the manner and form prescribed by the Administration. The Administration shall, from time to time, furnish or cause to be furnished to the State Welfare Department, for issuance to eligible stamp recipients in any area or areas relative to which this agreement is made effective, orange colored food order stamps or green colored cotton order stamps, as requisitioned by the State Welfare Department, of a total face value equal to the amount of the remittances made by the State Welfare Department, and the Administration shall further furnish or cause to be furnished to the State Welfare Department, for issuance as aforesaid, blue colored surplus food order stamps, in connection with the orange colored food order stamps, and green colored surplus cotton stamps, in connection with the green colored cotton order stamps, in sufficient quantities, as determined by the Bureau of Issuance of such stamps, to effectuate the purposes of this agreement.

for the purpose of the present investigation, the following data were obtained from the records of the Department of the Interior, Bureau of Land Management, for the years 1900 to 1909.

Table 1. The total area of land in the State of California, by county, for the years 1900 to 1909, as determined by the Department of the Interior, Bureau of Land Management.

TABLE 1.

Table 1. The total area of land in the State of California, by county, for the years 1900 to 1909, as determined by the Department of the Interior, Bureau of Land Management. The data are given in square miles, and are rounded to the nearest whole number. The total area of the State is 158,697 square miles.

TABLE 2.

Table 2. The total area of land in the State of California, by county, for the years 1900 to 1909, as determined by the Department of the Interior, Bureau of Land Management. The data are given in square miles, and are rounded to the nearest whole number. The total area of the State is 158,697 square miles.

Table 3. The total area of land in the State of California, by county, for the years 1900 to 1909, as determined by the Department of the Interior, Bureau of Land Management. The data are given in square miles, and are rounded to the nearest whole number. The total area of the State is 158,697 square miles.

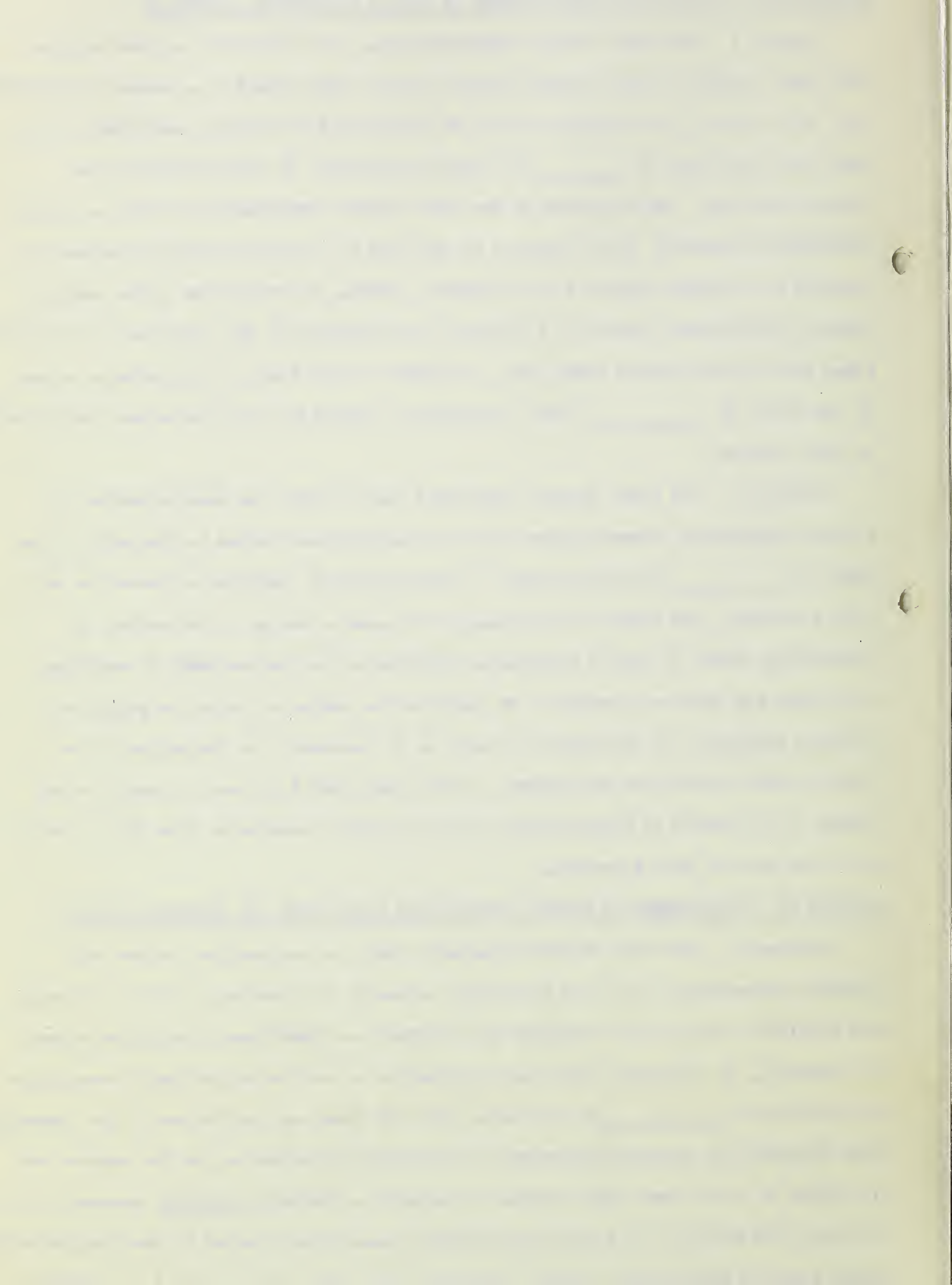
ARTICLE XIV. PRESENT AND FUTURE RELIEF OR PUBLIC ASSISTANCE ALLOWANCES

Section 1. The State Welfare Department shall not issue blue colored surplus food order stamps or brown colored surplus cotton order stamps in a manner to diminish or, in lieu of, or diminish present or future relief or public assistance allowances from the State of _____ or from any political or administrative subdivision thereof. Any reduction by the State Welfare Department in relief or public assistance allowances, or any failure on the part of the State Welfare Department to increase or otherwise adjust such allowances, which, in the opinion of the Administration, constitutes action or a failure to act because of the operation of the Food Stamp Plan and the Cotton Stamp Plan, or either of said Plans, in any area or areas in the State of _____, shall constitute a violation of the terms and provisions of this section.

Section 2. The State Welfare Department shall notify the administration in writing immediately concerning any action or any proposed action on the part of the State of _____ or any political or administrative subdivision thereof or any public official, the effect of which may be to cause a change in the method of classifying relief or public assistance eligibles or in the standard of certification which may tend to increase or to decrease the number of relief or public assistance eligibles, or which may result in an increase or a diminution of relief or public assistance allowances, or which may result or tend to result in any change in the method of administering relief or public assistance from that in effect as of the date of this agreement.

ARTICLE XV. MAINTENANCE OF DIRECT DISTRIBUTION FACILITIES AND CLOTHING PROJECTS

Section 1. The State Welfare Department shall be responsible for the continuance and maintenance of the facilities currently in operation and shall furnish and provide or cause to be furnished and provided such additional facilities as may be necessary, in connection with the distribution of surplus agricultural commodities in the State of _____ in accordance with the terms and provisions of the "Commodities Distribution Operating Agreement," hereinafter referred to, as the same may be in effect or as the same may hereafter be amended or revised, provided, however, all forms of direct distribution of surplus agricultural commodities initiated by the Administration, other than the distribution of such commodities to school lunch programs, institutions, and organizations, shall be discontinued in any area or areas in the State of _____ in which the Food Stamp Plan is not or may hereafter be placed in operation, unless otherwise specifically authorized by the Administration. Nothing contained in this



shall be required to maintain, approve, or modify the obligation
of said order to maintain the performance of the duties under the
"Federal Community Distribution Operating Agreement" in accordance with the
distribution of various agricultural commodities in school lunch programs, lunch
clubs, and other similar food service programs, and the distribution of the
operation of the Food Stamp Plan in said State or the performance of the duties
under said agreement in accordance with all terms of Federal Distribution of such
agricultural commodities in other areas in which the Food Stamp Plan is not being
operated or in which said Plan may not be fully operative or in which there is some
other distribution of commodities for distribution without regard
to the operation of the Food Stamp Plan.

Section 7. The State Welfare Department shall be responsible, insofar as such
responsibility is not imposed upon said Department, for the maintenance and operation
of the facilities necessary in connection with said Plan and provide the same
as are required and provided under said Plan. It may be necessary, in con-
nection with the operation of the P. A. program, to provide in said State of _____

Section 8. The State Welfare Department shall not, without the approval of the
Commissioner, refuse to pay under the Federal Distribution Plan any of the
of the Federal Plan to the Federal Distribution of various agricultural commodities
and to the P. A. program, or any other of said programs, because of the
operation of the Food Stamp Plan and the Federal Food Plan, or either of said plans,
in any area or areas in the State of _____.

ARTICLE VII. MILK PROGRAM AND USE OF THE FEDERAL MILK PROGRAM.

Section 1. For the purpose of Federal Food Order Plans and, if the program
also is placed in operation in any area or areas within the State of _____, also
under order plans, there shall be placed in effect in each State in the State of
_____ as the Administration shall designate a milk program for the purpose
of such plans based upon the experience of the Administration in the conduct of
similar plans or programs of plans in areas within the State of _____ or
subject to specific conditions and circumstances within said areas.

Section 2. Subject to the approval of the Federal Government, the State
Welfare Department may, on behalf of the Administration, make such arrangements
provided by the Administration
According to the conditions of the _____
under which it may make such arrangements, the Administration shall
have, and shall cause to have, the necessary approval for such arrangements.

tion of such matter for mailing and the actual mailing thereof shall be done by such person or persons as the Administration or its representatives may designate, provided, however, that before any such person, not already holding a Federal appointment, shall enter upon his duties in this respect, he shall be appointed as a collaborator by the Secretary of Agriculture of the United States. Such collaborator, or person or persons, may use motion picture cameras or other means for the purpose of obtaining official information in connection with the receipt of, and the utilization of such order stamps and other stamps, or other type of such stamps.

ARTICLE XVII. REPRESENTATIVE OF THE ADMINISTRATION

Section 1. The Administration shall designate a representative or representatives with authority to act on its behalf in connection with this agreement. As used herein, the terms "representative" or "representatives" shall also include any duly appointed successor or successors to the person or persons originally appointed and designated.

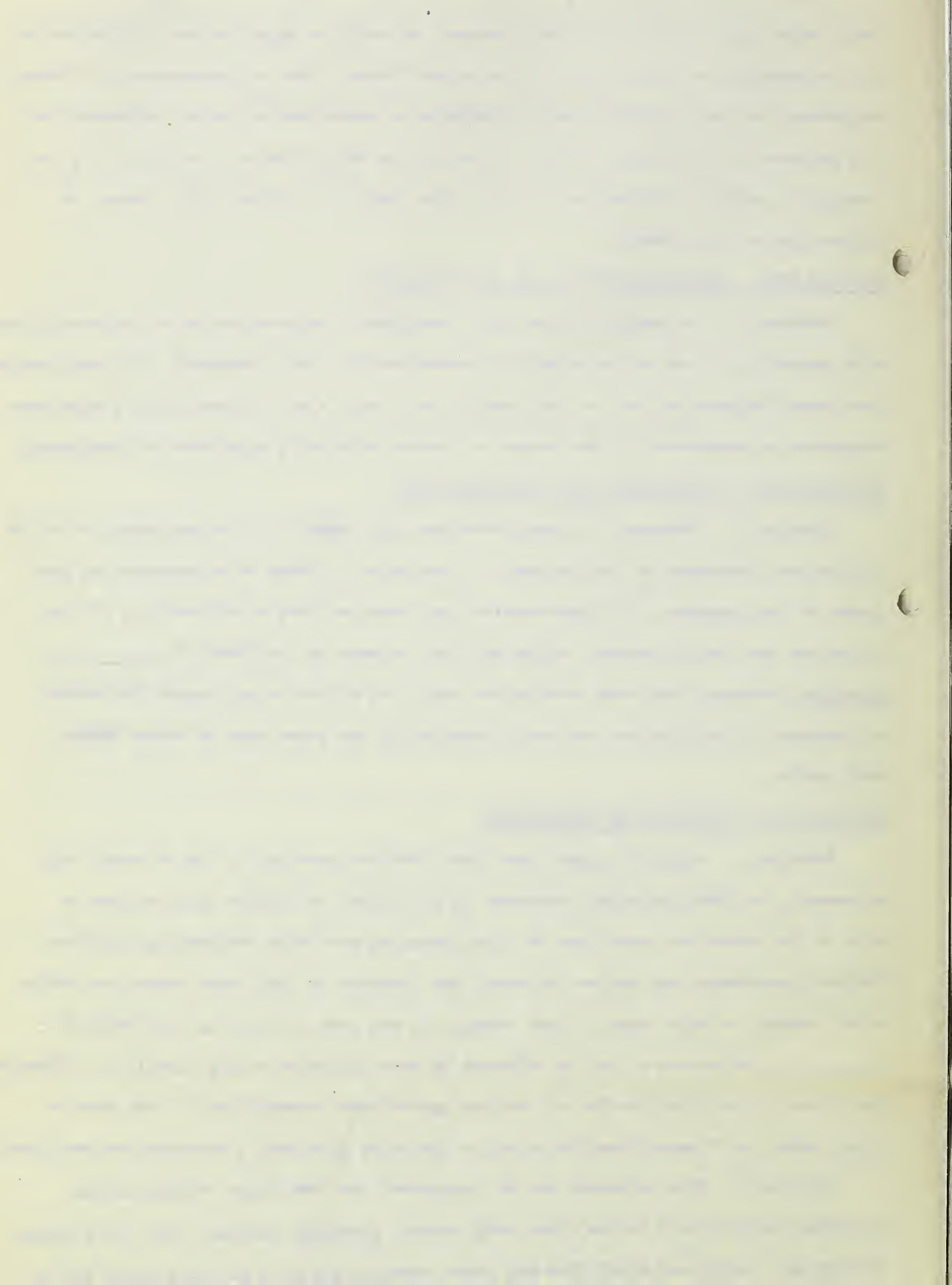
ARTICLE XVIII. WITHDRAWAL FROM SELECTED AREAS

Section 1. Whenever the Administration shall deem it to be necessary, or to be in the best interests of its program, or desirable to order to effectuate the purposes of its program, the Administration may terminate any or all orders of distribution then being operated within any area or areas in the State of _____, provided, however, that such termination shall not affect in any manner the method or methods of distribution then being operated in any other area or areas within said state.

ARTICLE XIX. SUSPENSION OR TERMINATION

Section 1. Aside and apart from other remedies provided by law or under this Agreement, the Administration, whenever it has reason to believe that any one or more of the terms and provisions of this agreement are being violated by the State Welfare Department, may refuse to permit the issuance or food order stamps or other stamps, or both types of such stamps, in any area or areas in the State of _____ which are or may be affected by such violation or may curtail or withhold the future direct distribution of surplus agricultural commodities in such area or areas under the "Commodity Distribution Operating Agreement", hereinafter mentioned.

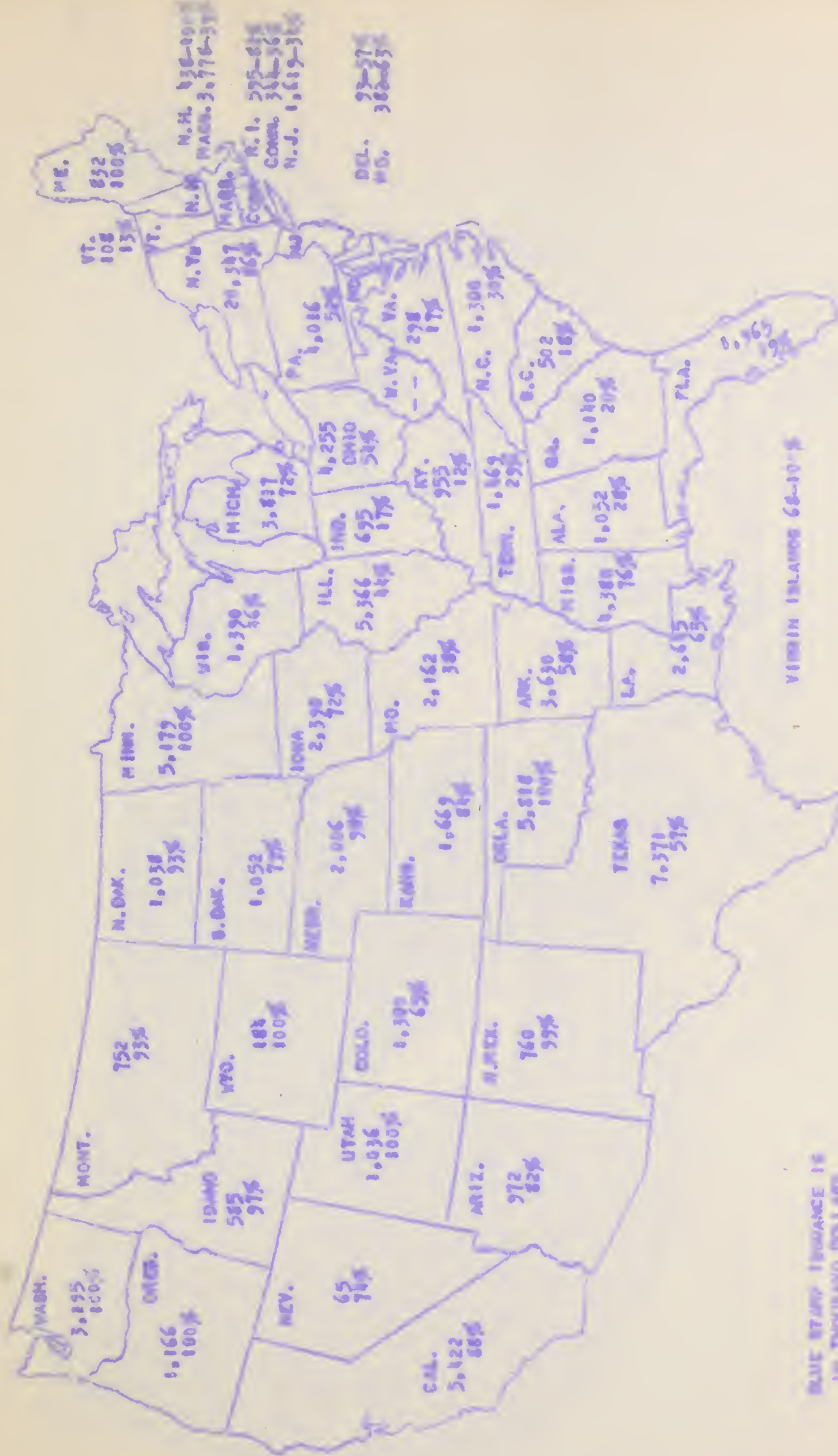
Section 2. This agreement may be terminated upon ~~the~~ days' written notice by either party hereto to the other party hereto, provided, however, that the Administration may, aside and apart from any other remedy which it may seek under law or under this agreement, cancel this agreement or any part thereof immediately upon the receipt of evidence that the terms and provisions of this agreement are not being



Date	Description	Amount	Total	Balance
1900	Jan 1			
	Feb 1			
	Mar 1			
	Apr 1			
	May 1			
	Jun 1			
	Jul 1			
	Aug 1			
	Sep 1			
	Oct 1			
	Nov 1			
	Dec 1			
	Jan 2			
	Feb 2			
	Mar 2			
	Apr 2			
	May 2			
	Jun 2			
	Jul 2			
	Aug 2			
	Sep 2			
	Oct 2			
	Nov 2			
	Dec 2			
	Jan 3			
	Feb 3			
	Mar 3			
	Apr 3			
	May 3			
	Jun 3			
	Jul 3			
	Aug 3			
	Sep 3			
	Oct 3			
	Nov 3			
	Dec 3			
	Jan 4			
	Feb 4			
	Mar 4			
	Apr 4			
	May 4			
	Jun 4			
	Jul 4			
	Aug 4			
	Sep 4			
	Oct 4			
	Nov 4			
	Dec 4			
	Jan 5			
	Feb 5			
	Mar 5			
	Apr 5			
	May 5			
	Jun 5			
	Jul 5			
	Aug 5			
	Sep 5			
	Oct 5			
	Nov 5			
	Dec 5			
	Jan 6			
	Feb 6			
	Mar 6			
	Apr 6			
	May 6			
	Jun 6			
	Jul 6			
	Aug 6			
	Sep 6			
	Oct 6			
	Nov 6			
	Dec 6			
	Jan 7			
	Feb 7			
	Mar 7			
	Apr 7			
	May 7			
	Jun 7			
	Jul 7			
	Aug 7			
	Sep 7			
	Oct 7			
	Nov 7			
	Dec 7			
	Jan 8			
	Feb 8			
	Mar 8			
	Apr 8			
	May 8			
	Jun 8			
	Jul 8			
	Aug 8			
	Sep 8			
	Oct 8			
	Nov 8			
	Dec 8			
	Jan 9			
	Feb 9			
	Mar 9			
	Apr 9			
	May 9			
	Jun 9			
	Jul 9			
	Aug 9			
	Sep 9			
	Oct 9			
	Nov 9			
	Dec 9			
	Jan 10			
	Feb 10			
	Mar 10			
	Apr 10			
	May 10			
	Jun 10			
	Jul 10			
	Aug 10			
	Sep 10			
	Oct 10			
	Nov 10			
	Dec 10			
	Jan 11			
	Feb 11			
	Mar 11			
	Apr 11			
	May 11			
	Jun 11			
	Jul 11			
	Aug 11			
	Sep 11			
	Oct 11			
	Nov 11			
	Dec 11			
	Jan 12			
	Feb 12			
	Mar 12			
	Apr 12			
	May 12			
	Jun 12			
	Jul 12			
	Aug 12			
	Sep 12			
	Oct 12			
	Nov 12			
	Dec 12			
	Jan 13			
	Feb 13			
	Mar 13			
	Apr 13			
	May 13			
	Jun 13			
	Jul 13			
	Aug 13			
	Sep 13			
	Oct 13			
	Nov 13			
	Dec 13			
	Jan 14			
	Feb 14			
	Mar 14			
	Apr 14			
	May 14			
	Jun 14			
	Jul 14			
	Aug 14			
	Sep 14			
	Oct 14			
	Nov 14			
	Dec 14			
	Jan 15			
	Feb 15			
	Mar 15			
	Apr 15			
	May 15			
	Jun 15			
	Jul 15			
	Aug 15			
	Sep 15			
	Oct 15			
	Nov 15			
	Dec 15			
	Jan 16			
	Feb 16			
	Mar 16			
	Apr 16			
	May 16			
	Jun 16			
	Jul 16			
	Aug 16			
	Sep 16			
	Oct 16			
	Nov 16			
	Dec 16			
	Jan 17			
	Feb 17			
	Mar 17			
	Apr 17			
	May 17			
	Jun 17			
	Jul 17			
	Aug 17			
	Sep 17			
	Oct 17			
	Nov 17			
	Dec 17			
	Jan 18			
	Feb 18			
	Mar 18			
	Apr 18			
	May 18			
	Jun 18			
	Jul 18			
	Aug 18			
	Sep 18			
	Oct 18			
	Nov 18			
	Dec 18			
	Jan 19			
	Feb 19			
	Mar 19			
	Apr 19			
	May 19			
	Jun 19			
	Jul 19			
	Aug 19			
	Sep 19			
	Oct 19			
	Nov 19			
	Dec 19			
	Jan 20			
	Feb 20			
	Mar 20			
	Apr 20			
	May 20			
	Jun 20			
	Jul 20			
	Aug 20			
	Sep 20			
	Oct 20			
	Nov 20			
	Dec 20			
	Jan 21			
	Feb 21			
	Mar 21			
	Apr 21			
	May 21			
	Jun 21			
	Jul 21			
	Aug 21			
	Sep 21			
	Oct 21			
	Nov 21			
	Dec 21			
	Jan 22			
	Feb 22			
	Mar 22			
	Apr 22			
	May 22			
	Jun 22			
	Jul 22			
	Aug 22			
	Sep 22			
	Oct 22			
	Nov 22			
	Dec 22			
	Jan 23			
	Feb 23			
	Mar 23			
	Apr 23			
	May 23			
	Jun 23			
	Jul 23			
	Aug 23			
	Sep 23			
	Oct 23			
	Nov 23			
	Dec 23			
	Jan 24			
	Feb 24			
	Mar 24			
	Apr 24			
	May 24			
	Jun 24			
	Jul 24			
	Aug 24			
	Sep 24			
	Oct 24			
	Nov 24			
	Dec 24			
	Jan 25			
	Feb 25			
	Mar 25			
	Apr 25			
	May 25			
	Jun 25			
	Jul 25			
	Aug 25			
	Sep 25			
	Oct 25			
	Nov 25			
	Dec 25			
	Jan 26			
	Feb 26			
	Mar 26			
	Apr 26			
	May 26			
	Jun 26			
	Jul 26			
	Aug 26			
	Sep 26			
	Oct 26			
	Nov 26			
	Dec 26			
	Jan 27			
	Feb 27			
	Mar 27			
	Apr 27			
	May 27			
	Jun 27			
	Jul 27			
	Aug 27			
	Sep 27			
	Oct 27			
	Nov 27			
	Dec 27			
	Jan 28			
	Feb 28			
	Mar 28			
	Apr 28			
	May 28			
	Jun 28			
	Jul 28			
	Aug 28			
	Sep 28			
	Oct 28			
	Nov 28			
	Dec 28			
	Jan 29			
	Feb 29			
	Mar 29			
	Apr 29			
	May 29			
	Jun 29			
	Jul 29			
	Aug 29			
	Sep 29			
	Oct 29			
	Nov 29			
	Dec 29			
	Jan 30			
	Feb 30			
	Mar 30			
	Apr 30			
	May 30			
	Jun 30			
	Jul 30			
	Aug 30			
	Sep 30			
	Oct 30			
	Nov 30			
	Dec 30			
	Jan 31			
	Feb 31			
	Mar 31			
	Apr 31			
	May 31			
	Jun 31			
	Jul 31			
	Aug 31			
	Sep 31			
	Oct 31			
	Nov 31			
	Dec 31			

1900
 1901
 1902
 1903
 1904
 1905
 1906
 1907
 1908
 1909
 1910
 1911
 1912
 1913
 1914
 1915
 1916
 1917
 1918
 1919
 1920
 1921
 1922
 1923
 1924
 1925
 1926
 1927
 1928
 1929
 1930
 1931
 1932
 1933
 1934
 1935
 1936
 1937
 1938
 1939
 1940
 1941
 1942
 1943
 1944
 1945
 1946
 1947
 1948
 1949
 1950
 1951
 1952
 1953
 1954
 1955
 1956
 1957
 1958
 1959
 1960
 1961
 1962
 1963
 1964
 1965
 1966
 1967
 1968
 1969
 1970
 1971
 1972
 1973
 1974
 1975

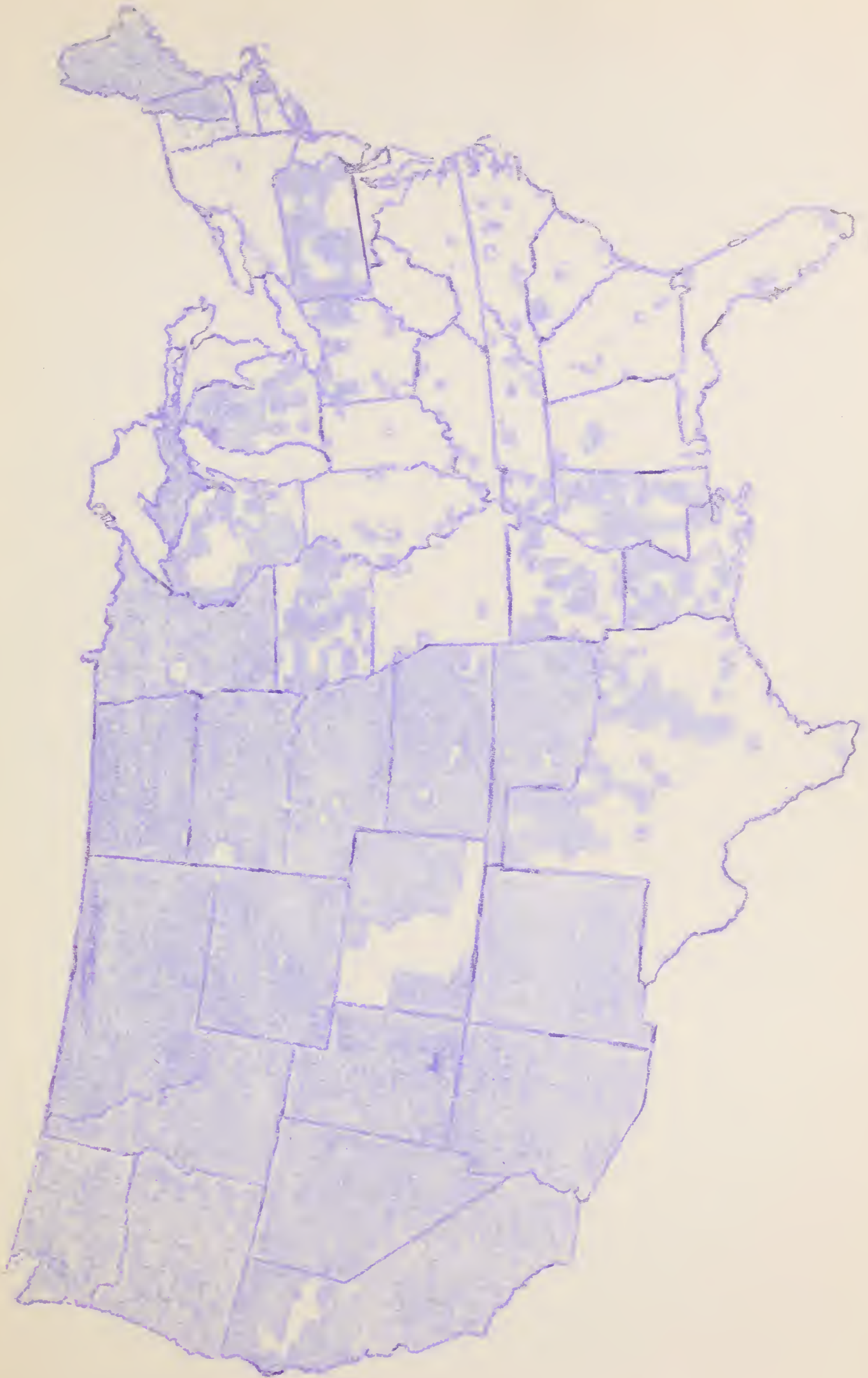
FOOD STAMP PROGRAM: VOLUME OF BLUE STAMP ISSUANCE, FISCAL YEAR 1942 AND PER CENT OF TOTAL PARTICIPANTS
IN WPA FAMILY FOOD DISTRIBUTION PROGRAM, JUNE 1942

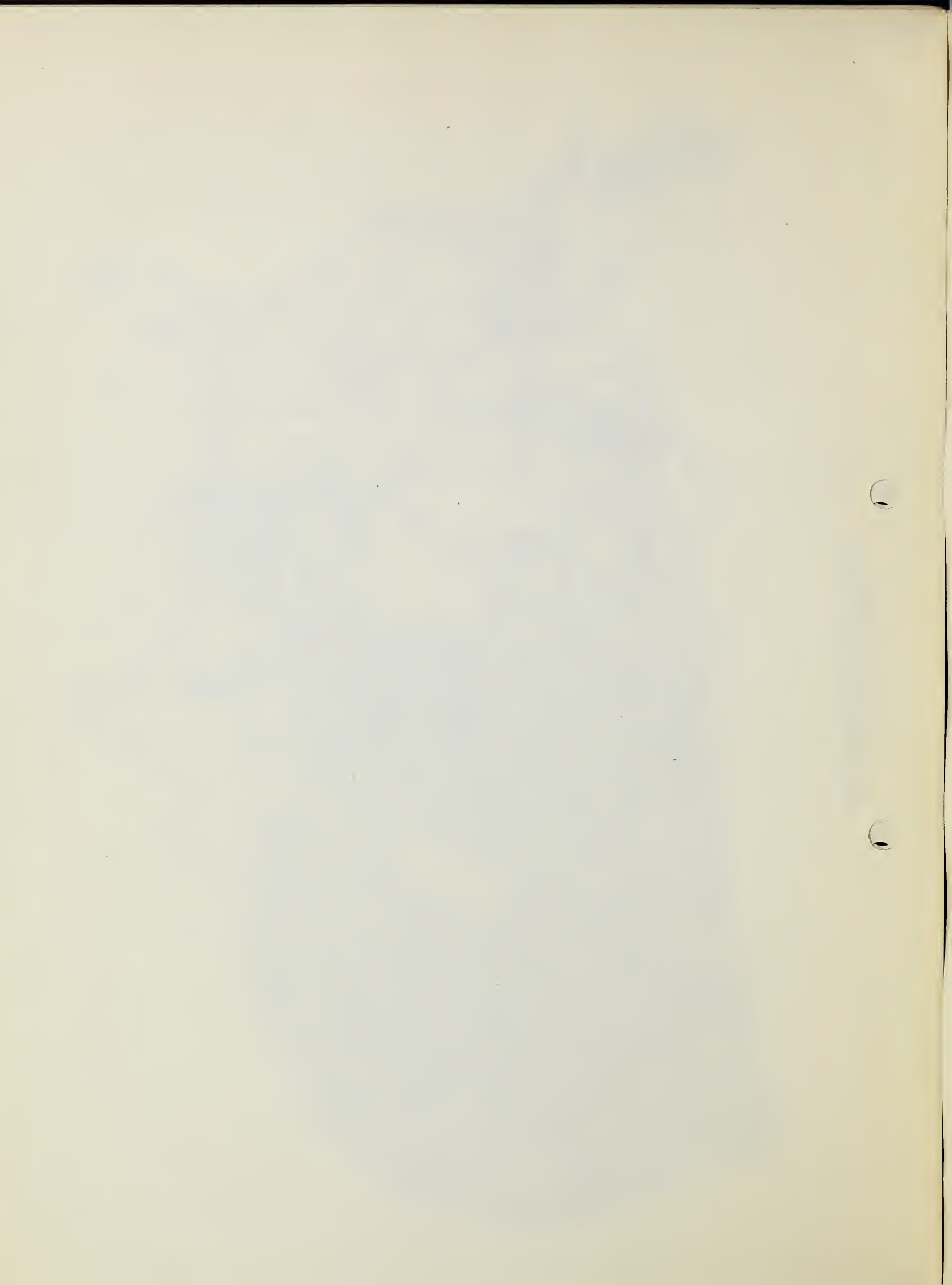


VIRGIN ISLANDS 68-10-42

BLUE STAMP ISSUANCE 16
IN THOUSAND DOLLARS

FOOD STAMP PROGRAMS
OPERATING AREAS JUNE 30, 1942





THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO
THE UNIVERSITY OF CHICAGO

III -- COMMODITY DISTRIBUTION PROGRAM

A - Washington Office Letter No. C-1 --

Labelling of Packaged Commodities

B - Washington Office Letter No. C-2 --

Allocating, Accepting and Ordering Commodities

C - Washington Office Letter No. C-3 --

Receiving, Inspecting and Reporting Shipments of Commodities Received from the AMA

D - Washington Office Letter No. C-5 --

Eligibility of Institutions for Commodities

E - An Example of a Typical Commodities Distribution Operating Agreement

F - Cost to AMA of Commodities Distributed Directly and Average Number of Participants, by States, During the Fiscal Year 1941-42



— The first of these is the fact that

the second is the fact that

— The second of these is the fact that

the third is the fact that

— The third of these is the fact that

the fourth is the fact that

— The fourth of these is the fact that

the fifth is the fact that

the sixth is the fact that

the seventh is the fact that

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

June 25, 1942

WASHINGTON OFFICE LETTER NO. C-1

Labeling of Packaged Commodities

To facilitate the identification of packaged commodities and to prevent them from entering normal trade channels, all containers in which commodities received from the Agricultural Marketing Administration are packaged for intra-state distribution, shall be imprinted with the following label:

NOT TO BE SOLD

(Name of Commodity)

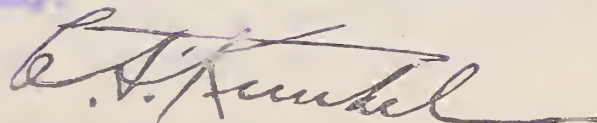
A Commodity from the
AGRICULTURAL MARKETING ADMINISTRATION
U. S. DEPARTMENT OF AGRICULTURE
for distribution by
State Welfare Agencies
only to persons and school lunch
programs certified as eligible to
receive A.M.A. commodities.

Unauthorized sale or diversion is
punishable under the laws of the
state in which distribution is made.

Contents (Show quantity)

NOT TO BE SOLD

Labels for use on packages or cans containing commodities received from sources other than the Agricultural Marketing Administration, shall not bear the name of that Agency.



C. F. Kunkel
Chief, Distribution Branch

United States Department of Agriculture
Agricultural Marketing Administration
Distribution Branch

August 24, 1942

WASHINGTON OFFICE LETTER NO. C-2

Allocating, Accepting and Ordering Commodities

The Regional Offices are responsible for the proper allocation of commodities to state welfare agencies, except that in emergencies requiring immediate action or special handling, allocations may be made directly by the Washington Office. When allocations are made by the Washington Office, the appropriate Regional Office will be notified, and will then handle the preparation and transmittal of all forms (including the Notice of Allocation, Form SMA-808) in the same manner as if the allocation had originally been made by the Regional Office.

The Regional Office must maintain such records and controls as may be necessary to effectively control the allocation and acceptance of commodities. Regional Offices must determine that the quantities allocated to the various states are in proper proportion to their distribution requirements, that adequate facilities are available for storage and handling, and that distribution will be made in accordance with instructions. State welfare agencies should not be permitted to accept quantities in excess of their requirements and/or ability to handle, nor should supplies on hand be allowed to be depleted to the extent of disrupting distribution operations, provided, of course, additional quantities are available for shipment.

The instructions and limitations set forth in this letter are to be strictly observed, except that the Regional Offices may require the preparation of sufficient additional copies of the various forms as may be needed to maintain regional records. A general outline of the procedure to be followed, and the proper use of the various forms, is given in the following paragraphs:

LIST OF FORMS USED IN ALLOCATING, ACCEPTING AND ORDERING COMMODITIES

1. "Notice of Allocation," Form SMA-808: Used by AMA to notify state welfare agencies of commodities available.
2. "Letter of Acceptance," Form SMA-809: Used by state welfare agencies to notify AMA of acceptance of commodities allocated, and lists the quantities the state welfare agency proposes to distribute to each group of eligible recipients.
3. "Delivery Order," Form AMA-2: This is a reissue of Form SMA-810 and is used by state welfare agencies in ordering shipments of commodities which have been allocated and accepted.
4. "Government Bill of Lading," Standard Form 1058: Used by AMA to cover transportation from shipping point to destination.

(The Washington Office referred to herein is the Washington Office of the Distribution Branch.)

ALLOCATION

The ten principal factors as shown below, are given careful consideration by the Washington Office in determining allocations to state welfare agencies and/or to Regional Offices for reallocation to state welfare agencies. The Regional Office personnel responsible for allocations should likewise give these factors important consideration before making allocations to state welfare agencies:

1. Quantities available for allocation.
2. Accessible eligible caseload.
3. Cost of shipment.
4. Possible conflict with local markets.
5. Dietary habits in the state.
6. Past distribution performance.
7. Past performance in encouraging domestic consumption.
8. Facilities available for the storage and handling of perishables, non-perishables, semi-perishables, etc.
9. Inventories of same or similar commodities on hand.
10. Conformity to the Commodities Distribution Operating Agreement.

The Washington Office will notify the Regional Office of commodities available for allocation to states within the region. This notification will indicate the quantity expected to be available, and include information essential to proper ordering, handling and distribution. Every effort will be made to forward this information as far in advance of shipments as possible. However, some purchase programs will not allow detailed advance information concerning commodities available.

The Regional Office will allocate the commodity to the individual states within the region. This may be accomplished in such manner and by such persons under the supervision of the Regional Office as the Regional Director may specify. If sufficient time is available, allocation should be made by using the regular "Notice of Allocation" Form SMA-808. The original of this form is to be sent to the State Director of Commodity Distribution, and a copy forwarded immediately to the Washington Office. Additional copies may be made for distribution as required for Regional records. When necessary, allocations may be handled by telephone or telegraph, and the regular Notice of Allocation subsequently forwarded in the usual manner.

It is mandatory that allocations made by Regional Offices conform exactly with instructions issued by the Washington Office. If the instructions from the Washington Office are not fully understood, or if changes in carlot quantities, eligible recipient groups, delivery periods or other conditions of allocation seem desirable, Regional Offices should communicate with the Washington Office before proceeding with allocation. Under no circumstances may distribution be authorized to groups not approved by the Washington Office since docket limitations or administrative rulings may restrict distribution to certain specified case compositions.

Emergency distribution to institutions to prevent losses from spoilage, may be authorized by Regional Offices, provided the quantity involved is less than a

carlot. The Regional Office shall be responsible for determining that imminent danger of loss actually exists, and that the commodity cannot be satisfactorily distributed to the groups already approved as eligible to participate in distribution by: (a) more complete caseload coverage (b) intra-state transfers to other distribution outlets within the state, or (c) by increase of not to exceed 50% in the rates of distribution to general recipients. A complete report of such emergency authorizations shall be immediately sent to the Washington Office in duplicate. When the quantity involved is equal to, or in excess of a carlot, a complete statement of facts shall be transmitted to the Washington Office for consideration. The Washington Office will then either approve distribution to institutions or provide other outlets for the commodity in jeopardy.

In the event the total quantity allocated to a region cannot be utilized, a report should be made to the Washington Office. This report should be forwarded without delay, and should include explanatory information covering the reasons for non-acceptance of the full quantity.

ACCEPTANCE

The "Letter of Acceptance", Form SMA-809, when completed, is an agreement on the part of the state welfare agency to accept a whole or a specified part of the quantity of the commodity allocated, and lists the quantities the state welfare agency proposes to distribute to each group of eligible recipients. This form is to be completed by the State Director of Commodity Distribution by inserting appropriate information in the spaces provided, and the form signed with ink or indelible pencil. The original of this form should be sent directly to the Washington Office, together with the Delivery Orders, Form AMA-2, covering the quantity accepted. One copy of the Letter of Acceptance should be retained by the State Director of Commodity Distribution. Additional copies for regional records should be forwarded as directed by the Regional Office. In addition to the information called for in the form, the Letter of Acceptance should include the state numbers of the Delivery Orders for the commodity accepted. An outline of any special conditions of the proposed plan of distribution may also be given in the Letter of Acceptance.

Nearly all of the factors considered by the Agricultural Marketing Administration in making allocations, should likewise be considered by State Directors of Commodity Distribution in accepting or declining commodities. When State Directors of Commodity Distribution accept the conditions of allocation and request shipments, they assume full responsibility for carrying out the provisions of the commodities Distribution Operating Agreement currently in effect between the state welfare agency and the Agricultural Marketing Administration. Precautions should be taken to prevent State Directors of Commodity Distribution from requesting shipment of commodities to points or areas within their state which produce or serve as commercial storage points for substantial quantities of the same or similar commodities. Before commodities are ordered, carlot destinations, as well as subsequent distribution areas, should be cleared with local welfare officials, trade representatives, state and federal agricultural representatives, including state crop statisticians, to avoid possibility of conflict with local supplies.

ORDERING

The official form for ordering commodities is "Delivery Order," Form AMA-2. This form, when approved by the Agricultural Marketing Administration,

tutes a contract wherein the state welfare agency agrees to accept the commodity described therein and to distribute the entire quantity to eligible recipients in accordance with instructions prescribed by the Agricultural Marketing Administration so as not to permit its entrance into the normal channels of trade and commerce, and so as to prevent competition with the same or like commodities in such channels.

Approval of the Delivery Order, however, will not in any instance bind the Agricultural Marketing Administration to supply the commodity in the quantity specified or in any particular type of container.

This form is composed of a set of six sheets, with carbon paper inserted between the original and each sheet. The form is to be prepared by the State Director of Commodity Distribution and copies disposed of as follows:

1. The first four sheets should be sent to the Washington Office with carbons intact.
2. The fifth sheet should be held by the State Director of Commodity Distribution as a permanent record.
3. The sixth sheet should be sent to the consignee for execution of Consignee's Report of Condition on Arrival, and returned to the State Director of Commodity Distribution for permanent record.
4. Arrangements may be made for the preparation of additional slip-sheet copies of the order as may be required for maintenance of records and controls by the Regional Office.

An individual form should be prepared for each carlot by inserting proper information in the spaces provided, as indicated in the following paragraphs:

"COMMODITY": Name of commodity as described in Notice of Allocation.

"STATE NO.": For the purpose of identification and future reference, a number should be assigned to each Form AMA-2 submitted. These numbers should be arranged to indicate the sequence in which delivery of the orders is desired; however, no definite assurance of complete compliance can be offered.

"STATE AGENCY": Insert official name of the state welfare agency.

"OF STATE": Insert name of state.

"DOES HEREBY REQUEST SHIPMENT OF --- UNITS": Insert quantity or number of units to be shipped, expressed in the same terms as the Notice of Allocation.

"OF THE ABOVE-NAMED COMMODITY TO ARRIVE AT DESTINATION BETWEEN DATE -- DATE --": Insert dates between which shipment should arrive at destination.

"STATE AGENCY": Insert official name of the state welfare agency.

"APPROVED (AMA)": Leave blank.

"DATE": Leave blank.

"STATE DIRECTOR OF COMMODITY DISTRIBUTION": To be signed with ink or indelible pencil by the Director of Commodity Distribution. Stamp signature is not acceptable.

"DATE": Insert date order is prepared and signed by Director of Commodity Distribution.

"NAME OF STATE AGENCY": Insert official name of state welfare agency.

"WAREHOUSE STREET ADDRESS": Insert complete street address of warehouse at which shipment will be actually received. (Do not use address of state agency).

"R.R. OR TEAM TRACK":

- (a) If shipments can be unloaded from any and all public team tracks of the railroad or railroads serving the destination, insert "team track" with no further comments. If, however, two or more team tracks are available and it is possible to unload from only one particular team track, insert name and/or location; i.e., "A&B RR - Canal Street Team Track" or "XYZ RR - Team Track No. 9." When a particular team track is specified, an explanation giving the circumstances or reason for the request should be shown in the blank space at the extreme bottom of the delivery order.
- (b) If shipments are unloaded on private or assigned siding (industrial spur) serving warehouse, show name of siding as listed in Carrier's Switching Tariff. This is usually the commercial name of warehouse or property.

"AUTHORIZED AGENT": Insert name of individual authorized to accept and receipt for shipment.

"TITLE": Insert official title of authorized agent.

"CITY, STATE": Insert name of city and state.

"P.O. BOX": Insert mail address or post office box number of authorized agent.

"DELIVERY REQUIRED": Insert name of delivering railroad under the following conditions only: (Ignore reference to Distribution Letter No. 9).

- (a) When a particular railroad team track delivery is required for unloading (See RR or Team Track).
- (b) When delivery is required at a warehouse located on a private or assigned siding (industrial spur) at a destination where reciprocal switching is not in effect. (See R.R. or Team Track).

In those instances where a state finds it necessary to designate a particular delivering carrier, a complete explanation giving the exact circumstances or reason for the request, should be shown in the blank space under the double

line at the extreme bottom of the delivery order. This information should be shown on the original (green) copy only. The Agricultural Marketing Administration, however, reserves the right to designate the complete routing including delivering railroad, if, in its judgment, such action is warranted, and the state welfare agency will be required to accept delivery and assume expenses incurred in transferring the shipment to its warehouse. (This blank space on the original (green) copy should also be used for any additional explanatory information affecting delivery on the particular order).

Delivery orders should be forwarded directly to the Washington Office, and should be securely attached to the Letter of Acceptance. The Letter of Acceptance should list the state order numbers and outline any special conditions of the proposed plan of distribution. Maximum daily carload receiving and handling facilities for each destination should be given in a letter of transmittal.

IMPORTANT

It is recognized that conditions may develop after sending orders to the Agricultural Marketing Administration which will require changes in consignee or destination, postponement of shipment or cancellation of orders. State Directors of Commodity Distribution should send requests for such changes or cancellations to the Washington Office immediately after their necessity becomes apparent. All communications concerning delivery orders should identify them by name of commodity and either the state number or delivery order number. If the order, or orders, concerned have been either shipped or placed for shipment, the request must be transmitted by telephone or telegraph. When it is necessary to reconsign shipments which are already in transit, care should be taken to select new destinations which are in line of movement and to which through freight rates will apply from shipping point. In the event bills of lading have been received showing shipping point, date of shipment, car initials and number, it would expedite handling if this information could be included in the request for reconsignment. Under no circumstances shall shipments be diverted or reconsigned by any individual or organization without prior authorization from the Washington Office.

SHIPPING

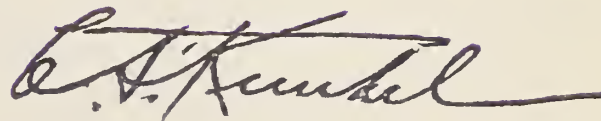
Shipments of commodities to state welfare agencies are made only as directed and authorized by Delivery Orders, Form AMA-2, properly executed and signed by the State Director of Commodity Distribution. Actual delivery may be effected through shipment on Government bill of lading by rail or motor truck, or by delivery directly to the consignee at the place of purchase. A separate delivery order is used for each shipment, and is identified by a "Delivery Order Number" assigned by the Washington Office. When orders are placed for shipment, information essential to proper handling by the contractor or by the field representative of the Purchase Branch is inserted in the section of the Delivery Order, Form AMA-2, headed "This space for A.M.A. only." The pink copy is returned to the State Director of Commodity Distribution and slip-sheet copies are sent to the Regional Office and the State Supervisor for their records. The State Director of

Commodity Distribution should make a record of the Delivery Order Number, bill of lading number, and any other information needed, and forward the pink copy immediately to the consignee for completion of "Consignee's Report of Condition on Arrival", when the commodity is received.

The Washington Office receives daily reports of shipments from the various contractors and from field representatives of the Purchase Branch. These reports are consolidated according to states of destination for the purpose of notifying the State Supervisor, or other designated AMA representatives, of shipments to the state under his supervision. This notice is forwarded by the Washington Office by air mail letter (regular mail when no saving in time) and includes the name of the commodity, delivery order number and the date of shipment. A copy of this notice is sent to the appropriate Regional Office. The State Director of Commodity Distribution will obtain record of shipment from the original and memorandum copy of bill of lading which are mailed directly to him at the time of shipment. It may be possible, in many instances, for AMA representatives and State Directors of Commodity Distribution to work out plans for the mutual interchange of shipping information that would prove beneficial to the operation of both offices. The information concerning shipments may be used to estimate the arrival date of cars at destination, and may be transmitted to consignees, in order that they will have advance notice that shipments are en route.

A careful study of the pink copies of the delivery orders returned, indicating which orders have been placed for shipment and the notice of shipment, indicating which orders have actually been shipped, should assist in maintaining a balanced inventory within the state. If it is found that too many orders have been placed for shipment to some destinations, and too few orders for other destinations; or if the same conditions develop in actual shipment, the Washington Office should be informed immediately. In most instances satisfactory adjustments can be arranged if notice is received promptly.

Copies of all correspondence relative to handling of delivery orders shall be forwarded to the appropriate Regional Office and State Supervisor, regardless of whether the communication originates in the Washington Office or with the State Director of Commodity Distribution.



C. F. Kunkel
Chief, Distribution Branch

If the shipment specified in the bill of lading is not received by the consignee within three days after allowance has been made for normal time in transit, the Washington office of the Agricultural Marketing Administration should be notified immediately by telegraph or telephone. The report should include the name of the commodity, delivery order number, car initials and number, date of shipment, and shipping point in order that shipment may be quickly identified and traced.

The consignee should insist that the carrier furnish written "Notice of Arrival" on each shipment. The request for written Notice of Arrival will not, however, release the consignee from the responsibility of ascertaining that all shipments are promptly placed for unloading. A regular and systematic check should be made of all sidings or team tracks used by the consignee for unloading. It is suggested that a simple car record be maintained, for the purpose of checking the arrival and placement of shipments. This record would probably also be helpful in planning unloading schedules.

The responsibility of the Agricultural Marketing Administration for delivery of shipments ceases when the car is placed for unloading at the point previously designated by the consignee. If such placement is prevented by any cause attributable to the consignee and the car is held at destination or nearest available hold point and written notice that the car is so held is given to the consignee, it shall be considered as "constructive placement" without further notice. All charges for demurrage, detention, heater or refrigeration services accruing after "actual placement" or "constructive placement" of the car must be assumed by the consignee unless prior authorization for such charges has been obtained from the Washington office of the Agricultural Marketing Administration. The consignee should familiarize himself with carriers' demurrage rules and regulations applicable at his station, particularly the rules governing destination handling of shipments moving under heater or refrigeration service. It is suggested that the matter of demurrage be discussed with agents of local carriers for the purpose of establishing average demurrage agreements if they are found to be desirable.

INSPECTION

All commodities are purchased by the Agricultural Marketing Administration on the basis of established specifications for grade and quality and are required to be properly loaded for safe carriage. The regular commercial practices are usually followed in the methods of loading and the use of protective services enroute, since they have been developed through the handling of large numbers of similar shipments over a long period of years. The quantity loaded is also verified by a responsible person at the time of loading. Under these conditions it would be expected that shipments would arrive at destination in good condition and with very few shortages in count or losses through spoilage.

In view of the protective measures taken at shipping point to insure the loading of the proper quality and quantity it is equally important that similar care be taken in unloading at destination. Accordingly, each shipment must be checked carefully on arrival and before unloading to determine

whether there is any possible shortage or damage. If the contents of the car have shifted to any appreciable extent, thus preventing a reasonably accurate check and load count within the car or if the consignee has any reason to believe that shortage or damage exists, the agent of the delivering carrier must be notified immediately and a joint inspection and check of the shipment demanded. A copy of the agent's inspection or Over, Short, and Damage Report indicating shortage and/or damage must accompany the pink copy of Form AMA-2** when returned to the Washington office.

Not less than 5% of the total quantity received in each car should be carefully examined and inspected at the time of unloading. A proportionate quantity should be inspected from the following locations in the car:

1. From top of load at center of the car.
2. At the top of the load, midway between the sides of the car and midway between the center of the car and the ends of the car.
3. From the top of the load at each end of the car.
4. Half-way between the top and bottom of the load from positions described in 1, 2 and 3.
5. At the bottom of the load from positions described in 1, 2 and 3.

In the event this inspection reveals damage, spoilage or infestation, the entire contents should be inspected to determine the total extent of damage or infestation.

If the total shortage, spoilage or damage is in excess of 5% of the contents of the car, the Washington office of the Agricultural Marketing Administration should be notified immediately by telephone or telegraph giving the name of the commodity, the delivery order number, car initials and number, date car arrived, date placed, date unloading began, and complete details explaining the nature of the shortage or spoilage. Further instructions for disposition of the shipment will be issued by the Washington office of the Agricultural Marketing Administration.

In the event the consignee should be instructed to reject and surrender the spoiled or damaged commodity to the delivering carrier, the consignee should notify the carrier's agent in writing and attach a copy of his notice to the pink copy of Form AMA-2. In all cases where damaged commodities are surrendered to the delivering carrier, the quantity returned must be acknowledged received by the carrier's agent by appropriate endorsement and signature on the government bill of lading; or on the carrier's Over, Short and Damage Report, which should be attached to the pink copy of Form AMA-2. If the entire carload is rejected to the carrier the original bill of lading should be returned to the Washington office of the Agricultural Marketing Administration with an explanatory letter of transmittal.

(** Form AMA-2 referred to herein is a reissue of Delivery Order Form SMA-810).

Because of their extreme susceptibility to insect infestation, grain products of all descriptions must be thoroughly inspected and in the event any type of infestation is found on the outside of containers, the consignee must immediately notify the agent of the delivering carrier and request fumigation of the shipment at carrier's expense. The consignee must not unload the shipment until assured that fumigation has been effectively accomplished. Where infestation is found to be present in the commodity within the containers, the Washington office of the Agricultural Marketing Administration should be notified by telephone or telegraph. Under no circumstances should such shipments be unloaded until definite instructions have been received from the Washington office of the Agricultural Marketing Administration.

The inspection of the shipment should also include examination of car seals, quantity of ice in bunkers or on top of load, heater service, position of hatches, vents and plugs, and the general mechanical condition of the car if a possible cause of loss or damage.

A complete report of the inspection of each shipment should be prepared by the consignee for his permanent records and for use in completing "Consignee's Report of Condition on Arrival" pink copy of Form AMA-2, and "Consignee's Certificate of Delivery" on the original bill of lading.

REPORTING

As indicated in previous paragraphs, space has been provided at the bottom and on the reverse side of the pink copy of Form AMA-2 for "Consignee's Report of Condition on Arrival." It is of vital importance that this report be properly executed and returned immediately after unloading has been completed. It will also be necessary for authorized agents to execute "Consignee's Certificate of Delivery" on the original copy of bill of lading for those shipments received by rail carrier or motor truck; or "Consignee's Receipt," Form AMA-238 for commodities delivered directly to the authorized agent at the place of purchase. It is essential that all of these reports accurately describe the condition of the commodity at the time of actual delivery at destination. More complete details for the execution of these reports will be found in the following paragraphs.

Consignee's Report of Condition on Arrival (Pink copy of Form AMA-2)

This report should be completed with typewriter or pen and ink by inserting appropriate information in the spaces provided as outlined below. The consignee should send the completed report to the state director of commodity distribution, who will forward it to the Washington Office of the A.M.A.

"DATE CAR ARRIVED": Insert date and hour car arrived at destination. This date should conform with the carrier's written Notice of Arrival.

"PLACED": Insert date and hour car actually or constructively placed for unloading.

"DATE AND TIME UNLOADING BEGAN": Insert date and hour unloading actually started.

"COMPLETED": Insert date and hour unloading completed.

"CAR INITIAL AND NO.": Insert car initials and number or, if by motor truck, show state and identifying numbers of license tags.

"SEAL NUMBERS": Show complete identifying symbols and numbers appearing on all seals applies to all car openings. These numbers are stamped or embossed on the seals and should be compared with seal numbers shown on bill of lading.

"WEIGHT (CONTENTS OF CAR) GROSS": Information for this entry should be developed as outlined below and should not include weight of partitions, grain doors, bracing, cooperage, ventilating racks or other dunnage when placed in car to protect commodity while in transit. All scales used for weighing must be of sufficient capacity, in good order, and regularly inspected for accuracy.

1. For shipments in bulk show total actual weight of commodity received.
2. For shipments in containers such as boxes, barrels, baskets, hampers or crates show total gross weight received. This equals total weight of commodity plus total weight of containers in which it is packed. If all packages in the car are uniform in size and contents and it is impractical to weigh the entire shipment, the total gross weight may be determined by actually weighing not less than ten percent of the packages and multiplying the average weight per package by the total number of packages received. For example, if 420 boxes of grapefruit have been received and it has been determined that the average gross weight per box is 80 pounds, the total gross weight would be 420 multiplied by 80 or 33,600 pounds. Any discrepancy between the total gross weight received and the total gross weight shown on the bill of lading, should be shown and fully explained on the reverse side of the pink copy of Form AMA-2.

"TARE WEIGHT": Insert total weight of containers in which commodity is packed. This is the difference between the gross weight and the net weight. No tare weight will be shown for shipments in bulk.

"NET WEIGHT": Insert the net weight of the commodity received. This is the difference between the gross weight and the tare weight. The net weight is usually printed on the labels of canned products and may be shown on packaged fruits or vegetables, sacks of potatoes, rice, beans, grain products, etc., by means of a shipping tag attached, or it may be printed on the container. When the net weight is not shown on containers, an average net weight should be determined by weighing the contents of a minimum of ten percent of the total quantity received. The average net weight thus obtained should be multiplied by the total number of containers received.

"NUMBER AND TYPE OF CONTAINER RECEIVED": Insert total number and type of packages received; i.e., 480 - 1½ bu. hampers, 756 boxes, 640 - 100 lb. sacks, 528 bu. baskets, 416 crates, etc.

NOTE: Contracts for the purchase of some packaged commodities provide for the delivery of additional empty containers with each shipment for use in re-packaging any which may have been damaged in transit. It is therefore equally important that the number of empty containers received also be shown on consignee's report.

"SIGNED": To be signed with ink or indelible pencil by Consignee. In the absence of the authorized agent, this report should be completed and signed only by a responsible person who has been authorized to receive and report shipments. In the latter instance the report should be executed by inserting the original authorized agent's name followed by signature and official title of person actually preparing report. For example, "George Jones, District Supervisor, by Henry Brown, Assistant District Supervisor"; "George Jones, District Supervisor, by Henry Brown, Warehouse Manager"; or, in the event of replacement of the original authorized agent, "Henry Brown, District Supervisor, Successor to George Jones." Complete names must be given, initials are not acceptable.

"DATE": Insert date report is prepared and signed.

In the event of loss, damage or shortage, the reverse side of the pink copy of Form AMA-2 must be completed by inserting full details in the spaces provided and the statement subscribed and sworn to before a Notary Public. Consignees are urged to supply all information available relative to the extent and probable cause of loss, damage, or shortage. This will assist in establishing responsibility for the particular loss and also the development of practices which it is hoped will at least reduce, if not eliminate similar claims on future shipments.

In view of the certification of the quality and quantity loaded at shipping point, as referred to in the section concerning "Inspection," it is important that the Consignee's report on this form be supported by carrier's inspection or Over, Short or Damage Report and all other available substantiating documents. In other words, consignees should attempt to have their Report of Condition on Arrival at destination as completely supported as is the record at shipping point.

Consignee's Certificate of Delivery
(Original Government Bill of Lading)

State Directors of Commodity Distribution and all authorized agents should very carefully study the instructions on both sides of the original government bill of lading in order that they may be thoroughly familiar with its use. State Directors, or their authorized agents, shall, under no circumstances, make any changes on bills of lading or instruct shippers or carriers to do so without specific authority from the Washington office of the Agricultural Marketing Administration. No shipments shall be diverted or reconsigned by any individual. When diversion or reconsignment is necessary, request should be made to the Washington office of the Agricultural Marketing Administration.

Extreme care should be exercised in executing Consignee's Certificate of Delivery on the original bill of lading since this document is the basis on which collection of freight charges is made, and it also serves as a receipt to the transportation company for the shipment. The certificate should be completed with typewriter or pen and ink as outlined in the following paragraphs:

SPECIMEN OF CONSIGNEE'S CERTIFICATE OF DELIVERY

"I have this day received from _____ "A"
(Name of transportation company)
at _____ "B"
(actual point of delivery by carrier) the public property described in
this bill of lading, in apparent good order and condition, except as noted
"C" was
on the reverse hereof. Delivery service at destination _____ by the
_____ was not
Government. Weight _____ "D" Pounds. _____ "E"
(In words) (In figures)
"F" _____ "G" _____ "H" _____ 19 ____ "
(Consignee) (Date)

"A" The name of the transportation company should be the corporate name of the delivering carrier at destination. In rail shipments, the delivering carrier would be the railroad performing the last road haul service to destination. This may not necessarily be the railroad actually placing the car for unloading since in many instances shipments may be turned over to other railroads after arrival at destination for switching only. For example, a shipment may be routed to Plainsboro via R&E--APW--FR&TCL--NB&W (W&LG delivery). The NB&W would have performed the last road haul service by delivering the car to Plainsboro where it was then turned over to the W&LG for switch movement to the commodity warehouse. Therefore the NB&W should be shown as the delivering carrier from which shipment was received.

"B" Insert name and street address of warehouse and name of city or town where car is actually unloaded. If shipment is unloaded from public team track show identifying name, number, or street address of team track and name of city or town where car is actually unloaded.

"C" If less than carlot shipment is delivered by railroad truck directly to consignee's warehouse strike out the word "was". If the shipment is unloaded from railroad car or picked up at railroad station by consignee, strike out the words "was not".

"D & E" Insert in words and in figures total gross weight of shipment. The gross weight should be obtained in the manner outlined in the paragraph concerning gross weight under instructions for the execution of Consignee's Report of Condition on Arrival; except when bill of lading shows total gross weight of the commodity and an additional weight for grain doors, bracing, cooperage, ventilating racks, excelsior, straw or other dunnage placed in the car to protect the commodity while in transit, the gross weight to be shown in the Consignee's Certificate of Delivery will include both the weight of the commodity and the weight of the dunnage. For example, if a shipment of 420 boxes of grapefruit weighing 33,600 pounds was braced with 330 pounds of dunnage and this was shown as a separate item on the bill of lading, the total gross weight to be shown in Consignee's Certificate of Delivery would be 33,930 pounds.

"F" Although no space is specifically provided for the purpose, nevertheless insert the number and type of packages received, in the same manner as on the pink copy of Form AMA-2.

"G" To be signed with ink or indelible pencil by authorized agent in the same manner as Consignee's Report of Condition on Arrival on pink copy of Form AMA-2 except that the signature must be preceded by the official name of the state welfare agency to which shipment is consigned, i.e., "Illinois Emergency Relief Commission by George Jones, District Supervisor."

"H" Insert date and hour unloading completed and empty car released to carrier.

In the event of loss, damage or spoilage, a statement of the facts must be given in the space provided on the reverse side of the bill of lading for "Report of Loss, Damage or Spoilage." The quantity of the loss, damage or spoilage plus the quantity received in good condition shall, in all cases, equal the total quantity of the shipment as shown in the bill of lading. The statement on the reverse side of the original bill of lading must include the following information:

- (a). Nature and extent of loss, damage or spoilage.
- (b). Apparent cause; i.e., freezing, lack of refrigeration, rough handling in transit, theft, improper packaging or loading, etc.
- (c). Method used to determine the extent of loss, damage or spoilage.
- (d). The gross, tare and net weight of the commodity which was lost, damaged or spoiled.
- (e). Name of state welfare agency and signature of authorized agent.

In the event loss, damage or spoilage is discovered after the original bill of lading has been surrendered to the delivering carrier, the railroad agent must be notified and requested to recall the bill of lading in order that the necessary notations may be made. If the return of the bill of lading cannot be accomplished, a report should be made by letter to the Washington office of the Agricultural Marketing Administration. As indicated in the paragraphs concerning inspection and the execution of Consignee's Report of Condition on Arrival, it is important that losses, damages or spoilages be verified and acknowledged by carrier's local agent.

Consignee's Receipt
(Form SMA-238)

This form will be used when commodities are delivered directly to the authorized agents of state welfare agencies at the point of purchase. This receipt is for the purpose of supporting the vendor's claim for payment for the commodity delivered, and does not replace consignee's regular Report of Condition on Arrival, on the pink copy of Form AMA-2. It is believed that the form is sufficiently self-explanatory to require no detailed instructions for completion. It is also likely that in most instances a representative of the Purchase Branch of the Agricultural Marketing Administration will be present to assist in the preparation of this document. Instructions as to the number of copies to be prepared, and their disposition, will be furnished for each order at the time of delivery.

SPECIAL INSTRUCTIONS FOR HANDLING STOP-OVERS
IN TRANSIT FOR PARTIAL UNLOADING

In some instances it has been possible to arrange for shipments with stop-overs in transit for partial unloading. Such arrangements are not universally in effect, and each proposed movement of this type must be handled individually. Since more than one destination is involved in such movements, special attention must be given to the execution of the necessary documents to assure proper handling and complete records of the property delivered. Without complete records it is impossible to determine the correct basis for settlement of carrier's claim for transportation charges.

The receiving, inspecting and reporting of shipments received under this arrangement should be handled in exactly the same manner as described in previous paragraphs except that the quantity reported received by each individual consignee will consist of only the quantity unloaded by him. The consignees at stop-over points must be certain that the commodity left in the car for forwarding to the next destination is properly loaded for safe carriage. Consignee's Report of Condition on Arrival (pink copy of form AMA-2) and Consignee's Certificate of Delivery should be executed as indicated in the following paragraphs.

- 10 -

"Consignee's Report of Condition on Arrival"
(Pink copy of Form AMA-2)

In making shipments with stop-overs in transit, an individual delivery order may be issued for each destination or a single order may be issued to cover the entire carlot. When a single order is used it will include the names and addresses of all consignees, and indicate the quantity to be unloaded at each destination. Sufficient additional pink copies of the order will be prepared to provide one copy for the consignee at each destination involved. The supplementary pink copies will be notated

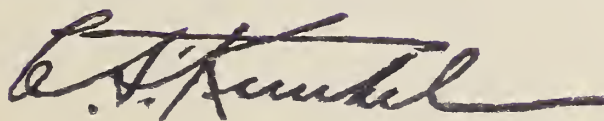
"This form to be used to receipt for _____ unloaded at _____".

Under either method of handling, the pink copies will be forwarded to the State Director of Commodity Distribution for transmittal to the respective consignees. Each consignee will report only the quantity unloaded by him. These reports must be completed in the same manner as described on pages 4, 5, and 6 of these instructions.

"Consignee's Certificate of Delivery"
(Original government bill of lading)

The original bill of lading will be sent to the State Director of Commodity Distribution in the usual manner for forwarding to the consignee at the first destination. Since this document provides for only one certificate of delivery, a certificate form has been prepared on a separate sheet for use by the consignee(s) at the point(s) where shipment is stopped for partial unloading. The necessary number of these forms will be attached to the bill of lading when originally prepared in the Washington office. One of these forms should be executed by the consignee at each stop-over point for the quantity actually unloaded at that point. The original bill of lading and attachments should then be forwarded to the consignee at the next destination. The consignee at final destination will execute Consignee's Certificate of Delivery imprinted on the bottom of the original bill of lading. This certificate should cover only the quantity actually unloaded at final destination.

Payment of transportation charges is predicated on proper evidence of delivery of the shipment to the proper consignees at the destinations named in the bill of lading. It will, therefore, be the responsibility of the consignee at final destination to determine that the certificates of delivery executed by the consignees at stop-over points are in proper order and that they are securely attached to the original bill of lading. The supplementary certificates of delivery plus the certificate of delivery on the original bill of lading should account for the total quantity shipped. When these documents are all in proper form, they should be surrendered to the agent of the delivering carrier at final destination in lieu of payment of freight charges. In the event of loss, damage or shortage a report should be made on the reverse of the original bill of lading and/or the supplementary certificates as outlined on page 8 of these instructions.



C. F. Kunkel
Chief, Distribution Branch

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

August 12, 1942

AMENDMENT TO ORDER NO. 1-3

Eligibility of Institutions for Commodities

Section 1. General.

The principal policy for domestic distribution of commodities donated to state welfare agencies by the Agricultural Marketing Administration is: (a) through direct distribution to facilities receiving or eligible to receive public assistance, and (b) to schools and child welfare centers for use in Community School Lunch programs. When commodities are available in excess of the quantity which can be effectively distributed through these programs, an additional outlet is provided through distribution to institutions.

Section 2. Responsibilities of State Welfare Agencies.

State welfare agencies shall determine the eligibility of institutions in accordance with the policies and regulations of the Agricultural Marketing Administration upon submission of an approved application from such institution requesting assistance. This application must contain the minimum information included on the attached form (Form 1-A) and must be covered for each Federal fiscal year ending June 30. State welfare agencies shall prepare and submit such reports on distribution to institutions as are required by the Agricultural Marketing Administration.

Section 3. Institutions Eligible for Commodities.

Public and private non-profit institutions operating on a non-profit basis and engaged in the feeding of residents will be eligible for allocation of commodities. Institutions such as homes for the indigent or aged, hospitals, convalescents, poor farms or houses, mental institutions, training schools for children and institutions for handicapped persons are considered as being among those that may qualify as eligible to receive commodities. Institutions which are organized and operated as profit institutions or which are operating on a profit basis are not eligible.

Section 4. Allocation of Commodities.

Commodities may be allocated to institutions upon approval of the approved application and subject to the agreement that such commodities

(State)

DEPARTMENT OF PUBLIC WELFARE
COMMODITY DISTRIBUTION DIVISION

Name of Institution _____ Date _____

Mailing Address: _____
(Street and No. or RFD and Box No.) (City) (County) (State)

The (Name of Institution) hereby makes application for Agricultural Marketing Administration commodities donated to the (State) Department of Public Welfare for allocation to institutions.

I hereby certify or agree that:

1. The (Name of Institution) is a non-profit institution operating as a (Type of Institution) through support from (Public, Private, Public and Private) funds for the benefit of persons generally unable to care for themselves.
2. There are _____ persons residing in the above-named institution who are not paying full cost for food furnished to residents.
3. That if allocations of commodities are made to the above-named institution, commodities will be used solely for the benefit of the residents; and that the commodities will be used in addition to, and not in substitution for, commodities normally purchased.
4. That all reasonable care will be taken to the receiving, storing, displaying and serving of donated commodities.
5. That residents will eat in common dining rooms, whenever possible, and that there shall be no distinction or segregation whatever in the food or serving of food to paying and non-paying residents.
6. That books and records will be kept and that reports will be furnished as required on the receipt and use of commodities to the (State) Department of Public Welfare and the Agricultural Marketing Administration.
7. That the (State) Department of Public Welfare and the Agricultural Marketing Administration are authorized to conduct such audits and reviews as may be necessary to assure the validity of, and insure compliance with, the above certifications and agreements.

Certified for the period of (Length of Year) to June 30, 19(Year) for allocation of commodities on basis of _____ persons.

(Certifying Agent)

By _____

(Title)

Date _____

(Name of Institution)

By _____

(Title)

U. S. Department of Agriculture
Federal Surplus Commodities Corporation

COMMODITIES DISTRIBUTION OPERATING AGREEMENT

This Agreement, entered into this _____ day of _____ 19____, by and between the Federal Surplus Commodities Corporation (an agency of the United States, hereinafter referred to as the Corporation) and _____

(hereinafter referred to as the Sponsoring Agency).

WITNESSETH:

WHEREAS the Corporation, in carrying out the provisions of clause (k) of Section 32 of the Act approved August 24, 1935, as amended, in amended by Public Law No. 188, 75th Congress, approved June 28, 1937, as amended, to purchase agricultural commodities and to direct and control the disposal of such commodities from the normal channels of trade and commerce for sale for relief purposes;

WHEREAS the Sponsoring Agency is authorized to accept donations of agricultural commodities from the Corporation and to distribute the same for relief purposes; and

WHEREAS the parties hereto, in order to effectuate the purchase and distribution of surplus agricultural commodities for relief purposes, desire to enter into an agreement;

NOW, THEREFORE, the parties hereto, in consideration of the promises hereafter made, agree as follows:

The Sponsoring Agency agrees to accept the responsibility for the distribution within the State of _____ of any surplus commodities donated to the Sponsoring Agency by the Corporation, and for the accomplishment thereof shall provide or cause to be provided proper facilities and arrangements to conform with the following minimum terms and requirements:

Section I. Personnel. (1) The Sponsoring Agency shall appoint or cause to be appointed a State Director of Commodity Distribution (hereinafter referred to as the Director), who shall be charged with the responsibility for the proper functioning, management, and control of all commodity distribution activities within the State of _____. He shall be authorized to accept surplus commodities from the Corporation and shall eliminate the same, insofar as possible, to non-relief uses in order to prevent surplus commodities from being sold for relief purposes from entering into competition with the commerce of such commodities in commercial trade channels. He shall be authorized and required to visit the various commodity warehouses, receiving points, and local distribution outlets throughout the State at frequent intervals in order properly to direct and coordinate the distribution activities. He shall maintain accurate personnel to receive, handle, store, and distribute surplus commodities, and maintain records thereof, in accordance with the instructions issued by the Corporation. Such personnel shall be subject to the Corporation's approval and supervision. The Director shall require periodic physical examinations of all personnel handling surplus commodities to ensure that such persons are free from communicable diseases. The Corporation shall be given reasonable notice by the Sponsoring Agency before any change is made in the position of the office of Director and shall have the privilege of expressing approval or disapproval of any appointment to said position and of recommending a change in the Directorship for cause.

(2) The Sponsoring Agency shall appoint an Assistant State Director of Commodity Distribution qualified to assist the Director and empowered to act as such in the Director's absence.

(3) The Sponsoring Agency shall maintain a State office and an administrative staff adequate in number and qualified to give the Director full and satisfactory cooperation in all respects.

(4) The Sponsoring Agency shall designate State field representatives adequate in number and qualified to carry out instructions issued by the Director in connection with commodity distribution activities, who shall be required to inspect and audit district and local commodity distribution operations every thirty days if possible, but in any event at least every sixty days, for the purpose of determining that the receipt, storage, and distribution of commodities and the records maintained thereof are in accordance with instructions issued by the Director and in conformity with applicable distribution instructions of the Corporation. They shall be required to report their findings to the Director in approved written form.

(5) The Sponsoring Agency shall cause to be employed personnel adequate in number and qualified to receive, store, and distribute surplus commodities, and maintain records thereof, in accordance with instructions issued by the Director and in conformity with applicable distribution instructions of the Corporation.

Section 2. Methods of Certifying Recipients. (1) The Sponsoring Agency shall provide a method for certifying recipients that will confine the distribution of surplus commodities received from the Corporation to persons in those groups designated as eligible by the Corporation in its Distribution Letter No. 7, dated November 8, 1959, or subsequent revisions thereof, or in other instructions from the Corporation concerning eligibility of recipients, who have been certified by an approved State or local certifying agency on the basis of need. Persons in groups other than those so designated as eligible shall be certified only after permission has been obtained from the Corporation.

(2) Persons receiving surplus commodities shall be reinvestigated during each six months' period, or more frequently if necessary, for the purpose of eliminating ineligible cases. The Sponsoring Agency shall require a certificate of eligibility for each case declared eligible. The original of each such certificate shall be filed in the Director's office and a copy shall be filed in the local distribution outlet from which the recipient is issued commodities.

Section 3. Receiving and Storage Facilities. Receiving and storage facilities shall meet the following requirements:

(1) They shall be adequate and proper for receiving, handling, and storing surplus commodities at points reasonably accessible to distribution outlets, in accordance with applicable instructions issued by the Corporation. The Sponsoring Agency shall assume the responsibility for demurrage or any other charges or losses accruing because of the failure of any agent of the Sponsoring Agency to handle shipments of surplus commodities promptly and properly.

(2) Regular storage facilities shall be adequate and proper for the safe warehousing of surplus commodities received from the Corporation.

(3) Special storage facilities shall be provided for particular commodities when required in the Notice of Allocation.

(4) All storage facilities shall comply with the requirements set out in the distribution instructions issued by the Corporation. Particular care shall be taken to provide for proper "stacking on damage" to ensure adequate ventilation and effective spraying of insecticides and the use of fumigants. Floor loading capacities, as shown on a floor load chart which shall be posted in each warehouse and issuing outlet indicating the maximum safe load per square foot, shall be observed. All storage facilities shall have proper and adequate means of controlling temperature and humidity and shall comply with WPA safety regulations as well as the State and local fire and building regulations.

Section 4. Repackaging and Processing Facilities. Repackaging and processing facilities shall meet the following requirements:

(1) Space and equipment for repackaging and processing surplus commodities shall be adequate and shall be maintained in a clean and sanitary condition at all times in accordance with State and local health and safety requirements. Proper lighting facilities shall be provided to enable the efficient performance of such repackaging and processing operations.

(2) A sufficient supply of packaging material shall be made available by the Operating Agency to ensure that packaging operations do not delay the distribution of surplus commodities.

(3) All bags, boxes, wrappers, or other containers used in packaging surplus commodities shall provide a clear appearance and shall show the name of the commodity contained therein. They shall be new, unused, or sealed, and shall be identical with the "look to be sold" label described in F.S.C.O. Distribution Letter No. 7, dated October 24, 1951, or any revision thereof.

Section 5. Distribution Facilities. Distribution facilities shall meet the following requirements:

(1) Distribution facilities shall be adequate for promptly transferring surplus commodities from receiving points to local distribution outlets in quantities commensurate with existing eligible demands of such outlets and in time for all regular and special distributions.

(2) Local distribution outlets shall be adequate in number and located at reasonably accessible points in order to impose no unnecessary hardship on eligible recipients. They shall comply with all applicable protective requirements set forth in Section 3 in connection with receiving and storage.

(3) Distribution rates shall not be in excess of the maximum rates of distribution established by the Corporation in the Notice of Allocation for the commodity in question, unless otherwise specifically authorized by the Corporation. All surplus commodities remaining undistributed in a local distribution outlet after any distribution period shall be returned to a proper warehouse designated by the Director.

(4) Distribution facilities shall be adequate to ensure that all surplus commodities are distributed prior to the expiration of the maximum storage period for the commodity in question as set forth in the Notice of Allocation.

The first part of the report deals with the general situation of the country. It is a very interesting and informative study of the country's development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's development.

The second part of the report deals with the economic situation of the country. It is a very interesting and informative study of the country's economic development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's economic development.

The third part of the report deals with the social situation of the country. It is a very interesting and informative study of the country's social development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's social development.

The fourth part of the report deals with the political situation of the country. It is a very interesting and informative study of the country's political development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's political development.

The fifth part of the report deals with the cultural situation of the country. It is a very interesting and informative study of the country's cultural development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's cultural development.

The sixth part of the report deals with the future of the country. It is a very interesting and informative study of the country's future development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's future development.

The seventh part of the report deals with the conclusion of the study. It is a very interesting and informative study of the country's development. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the study of the country's development.

(5) A Distribution covering the entire eligible caseload shall be effected semimonthly whenever practicable, but in no event will there be less than one such distribution within each month and additional or supplementary distributions shall be initiated when necessary to insure prompt distribution of any perishable surplus commodities received after regularly scheduled distributions.

(6) Care shall be exercised at all times to prevent surplus commodities from being distributed in such quantities or manner as to encourage waste and deterioration or diversion by the recipient.

(7) Bulk and packaged surplus commodities shall be inspected by employees of the Sponsoring Agency at frequent intervals during storage periods to assure that all surplus commodities distributed are fit for human consumption. Whenever doubt exists as to the condition of a particular commodity, a report shall be made to the Corporation before any disposition thereof is made.

(8) Recipient delivery lists shall be provided for recording the distribution of surplus commodities. They shall be compiled from up-to-date records of eligible recipients and shall show the name and case number of the eligible recipient, family composition, and the kinds and quantities of commodities being issued. There shall be a space for the recipient's signature and space for such information and data as the Sponsoring Agency may deem desirable. They shall indicate clearly that the recipient acknowledges receipt in good condition of the quantity of surplus commodities listed therein. A new delivery list shall be prepared for each distribution. However, a form may be designed for two deliveries by the provision of double columns and space for two signatures.

(9) Each eligible recipient shall be provided with an identification card for presentation when receiving commodities. It shall indicate the recipient's name and case number, family composition, and address. It shall bear the signature of the eligible recipient and, if considered advisable, the signature of an alternate. Each recipient shall be required to sign the recipient delivery list personally or through the designated alternate, and no surplus commodities shall be released unless such signature agrees with the signature on the identification card. However, in the event neither the eligible recipient nor the alternate is able to appear in person, the eligible recipient shall be required to write a letter of authorization, signed by himself and the person he authorizes as his agent, setting forth a satisfactory reason why he is unable to accept delivery of surplus commodities personally and authorizing delivery to the bearer whose signature appears on the letter. Such letters of authorization shall be filed with the recipient's delivery list to justify releasing surplus commodities to other than eligible recipients. Whenever an eligible recipient, alternate, or designated agent signs by a cross mark, such signing shall comply with applicable State Law.

Section 6. Recipes and Demonstration Projects. The Sponsoring Agency shall acquaint eligible recipients with various methods of preparing surplus commodities by providing recipes and by stimulating the development of home demonstration projects in order to encourage increased domestic consumption and avoid waste. Such recipes as are made available by the Corporation shall be reproduced and distributed by the Sponsoring Agency.

The first part of the report deals with the general situation of the country and the position of the various groups. It is a very interesting and informative study of the country and its people. The second part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

The third part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The fourth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

The fifth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The sixth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

The seventh part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The eighth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The ninth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

The tenth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The eleventh part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The twelfth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

The thirteenth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The fourteenth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people. The fifteenth part of the report deals with the specific details of the country and its people. It is a very detailed and informative study of the country and its people.

Section 7. Accounting and Reports. The Sponsoring Agency shall develop and maintain a satisfactory accounting and reporting procedure from which may be prepared all reports required by the Corporation for transmission to the date designated. Reporting and accounting forms and procedures shall be approved by the Corporation. They shall be used accurately and be a true record of commodity distribution activities. They shall include such items as receipts, transfers, disbursements, inventories (both physical and book), adjustments (annual losses and inventory adjustments), costs, national coverage, and national turnover. Such records shall be permanently retained by the Sponsoring Agency but shall be available for inspection by the Corporation at any time.

Section 8. Salvage Account. The Sponsoring Agency agrees that the sale of containers received with shipments of surplus commodities from the Corporation shall be carefully supervised and made at a price level which will not disrupt the market for similar products or otherwise interfere with the manufacture and sale of similar containers, and that funds derived from the sale of such containers shall be used by the Sponsoring Agency only for relief purposes.

Section 9. Complaints. The Sponsoring Agency further agrees to investigate promptly all complaints received in connection with the interstate distribution of surplus commodities and to correct any irregularities disclosed, reporting promptly to the Corporation in each instance. The Corporation shall have the final determination as to when a complaint has been properly adjusted, whereupon it may be considered closed and a matter of record.

Section 10. F.B.I. Representatives. The Sponsoring Agency agrees to cooperate with authorized representatives of the Corporation and to permit such representatives to examine all facilities and records of the Sponsoring Agency which pertain to any phase of the interstate distribution of surplus commodities donated by the Corporation.

Section 11. Violations. In the event of a breach or violation of any of the terms and conditions of this agreement, the Corporation, aside from any legal remedies it may see, may withhold further donation of surplus commodities. A waiver by the Corporation of any such breach or violation shall not constitute a waiver of any subsequent breach or violation.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date shown opposite their signatures.

Attested _____ Federal Surplus Commodities Corporation

Dated _____ By _____

Attested _____
Sponsoring Agency

Dated _____ By _____

Kategorie	Name	Art	Lage	Zustand
1.01.01	1.01.01.01	1.01.01.01.01	1.01.01.01.01.01	1.01.01.01.01.01.01
1.01.02	1.01.02.01	1.01.02.01.01	1.01.02.01.01.01	1.01.02.01.01.01.01
1.01.03	1.01.03.01	1.01.03.01.01	1.01.03.01.01.01	1.01.03.01.01.01.01
1.01.04	1.01.04.01	1.01.04.01.01	1.01.04.01.01.01	1.01.04.01.01.01.01
1.01.05	1.01.05.01	1.01.05.01.01	1.01.05.01.01.01	1.01.05.01.01.01.01
1.01.06	1.01.06.01	1.01.06.01.01	1.01.06.01.01.01	1.01.06.01.01.01.01
1.01.07	1.01.07.01	1.01.07.01.01	1.01.07.01.01.01	1.01.07.01.01.01.01
1.01.08	1.01.08.01	1.01.08.01.01	1.01.08.01.01.01	1.01.08.01.01.01.01
1.01.09	1.01.09.01	1.01.09.01.01	1.01.09.01.01.01	1.01.09.01.01.01.01
1.01.10	1.01.10.01	1.01.10.01.01	1.01.10.01.01.01	1.01.10.01.01.01.01
1.01.11	1.01.11.01	1.01.11.01.01	1.01.11.01.01.01	1.01.11.01.01.01.01
1.01.12	1.01.12.01	1.01.12.01.01	1.01.12.01.01.01	1.01.12.01.01.01.01
1.01.13	1.01.13.01	1.01.13.01.01	1.01.13.01.01.01	1.01.13.01.01.01.01
1.01.14	1.01.14.01	1.01.14.01.01	1.01.14.01.01.01	1.01.14.01.01.01.01
1.01.15	1.01.15.01	1.01.15.01.01	1.01.15.01.01.01	1.01.15.01.01.01.01
1.01.16	1.01.16.01	1.01.16.01.01	1.01.16.01.01.01	1.01.16.01.01.01.01
1.01.17	1.01.17.01	1.01.17.01.01	1.01.17.01.01.01	1.01.17.01.01.01.01
1.01.18	1.01.18.01	1.01.18.01.01	1.01.18.01.01.01	1.01.18.01.01.01.01
1.01.19	1.01.19.01	1.01.19.01.01	1.01.19.01.01.01	1.01.19.01.01.01.01
1.01.20	1.01.20.01	1.01.20.01.01	1.01.20.01.01.01	1.01.20.01.01.01.01
1.01.21	1.01.21.01	1.01.21.01.01	1.01.21.01.01.01	1.01.21.01.01.01.01
1.01.22	1.01.22.01	1.01.22.01.01	1.01.22.01.01.01	1.01.22.01.01.01.01
1.01.23	1.01.23.01	1.01.23.01.01	1.01.23.01.01.01	1.01.23.01.01.01.01
1.01.24	1.01.24.01	1.01.24.01.01	1.01.24.01.01.01	1.01.24.01.01.01.01
1.01.25	1.01.25.01	1.01.25.01.01	1.01.25.01.01.01	1.01.25.01.01.01.01
1.01.26	1.01.26.01	1.01.26.01.01	1.01.26.01.01.01	1.01.26.01.01.01.01
1.01.27	1.01.27.01	1.01.27.01.01	1.01.27.01.01.01	1.01.27.01.01.01.01
1.01.28	1.01.28.01	1.01.28.01.01	1.01.28.01.01.01	1.01.28.01.01.01.01
1.01.29	1.01.29.01	1.01.29.01.01	1.01.29.01.01.01	1.01.29.01.01.01.01
1.01.30	1.01.30.01	1.01.30.01.01	1.01.30.01.01.01	1.01.30.01.01.01.01
1.01.31	1.01.31.01	1.01.31.01.01	1.01.31.01.01.01	1.01.31.01.01.01.01
1.01.32	1.01.32.01	1.01.32.01.01	1.01.32.01.01.01	1.01.32.01.01.01.01
1.01.33	1.01.33.01	1.01.33.01.01	1.01.33.01.01.01	1.01.33.01.01.01.01
1.01.34	1.01.34.01	1.01.34.01.01	1.01.34.01.01.01	1.01.34.01.01.01.01
1.01.35	1.01.35.01	1.01.35.01.01	1.01.35.01.01.01	1.01.35.01.01.01.01
1.01.36	1.01.36.01	1.01.36.01.01	1.01.36.01.01.01	1.01.36.01.01.01.01
1.01.37	1.01.37.01	1.01.37.01.01	1.01.37.01.01.01	1.01.37.01.01.01.01
1.01.38	1.01.38.01	1.01.38.01.01	1.01.38.01.01.01	1.01.38.01.01.01.01
1.01.39	1.01.39.01	1.01.39.01.01	1.01.39.01.01.01	1.01.39.01.01.01.01
1.01.40	1.01.40.01	1.01.40.01.01	1.01.40.01.01.01	1.01.40.01.01.01.01
1.01.41	1.01.41.01	1.01.41.01.01	1.01.41.01.01.01	1.01.41.01.01.01.01
1.01.42	1.01.42.01	1.01.42.01.01	1.01.42.01.01.01	1.01.42.01.01.01.01
1.01.43	1.01.43.01	1.01.43.01.01	1.01.43.01.01.01	1.01.43.01.01.01.01
1.01.44	1.01.44.01	1.01.44.01.01	1.01.44.01.01.01	1.01.44.01.01.01.01
1.01.45	1.01.45.01	1.01.45.01.01	1.01.45.01.01.01	1.01.45.01.01.01.01
1.01.46	1.01.46.01	1.01.46.01.01	1.01.46.01.01.01	1.01.46.01.01.01.01
1.01.47	1.01.47.01	1.01.47.01.01	1.01.47.01.01.01	1.01.47.01.01.01.01
1.01.48	1.01.48.01	1.01.48.01.01	1.01.48.01.01.01	1.01.48.01.01.01.01
1.01.49	1.01.49.01	1.01.49.01.01	1.01.49.01.01.01	1.01.49.01.01.01.01
1.01.50	1.01.50.01	1.01.50.01.01	1.01.50.01.01.01	1.01.50.01.01.01.01
1.01.51	1.01.51.01	1.01.51.01.01	1.01.51.01.01.01	1.01.51.01.01.01.01
1.01.52	1.01.52.01	1.01.52.01.01	1.01.52.01.01.01	1.01.52.01.01.01.01
1.01.53	1.01.53.01	1.01.53.01.01	1.01.53.01.01.01	1.01.53.01.01.01.01
1.01.54	1.01.54.01	1.01.54.01.01	1.01.54.01.01.01	1.01.54.01.01.01.01
1.01.55	1.01.55.01	1.01.55.01.01	1.01.55.01.01.01	1.01.55.01.01.01.01
1.01.56	1.01.56.01	1.01.56.01.01	1.01.56.01.01.01	1.01.56.01.01.01.01
1.01.57	1.01.57.01	1.01.57.01.01	1.01.57.01.01.01	1.01.57.01.01.01.01
1.01.58	1.01.58.01	1.01.58.01.01	1.01.58.01.01.01	1.01.58.01.01.01.01
1.01.59	1.01.59.01	1.01.59.01.01	1.01.59.01.01.01	1.01.59.01.01.01.01
1.01.60	1.01.60.01	1.01.60.01.01	1.01.60.01.01.01	1.01.60.01.01.01.01

IV -- TRADE RELATIONS

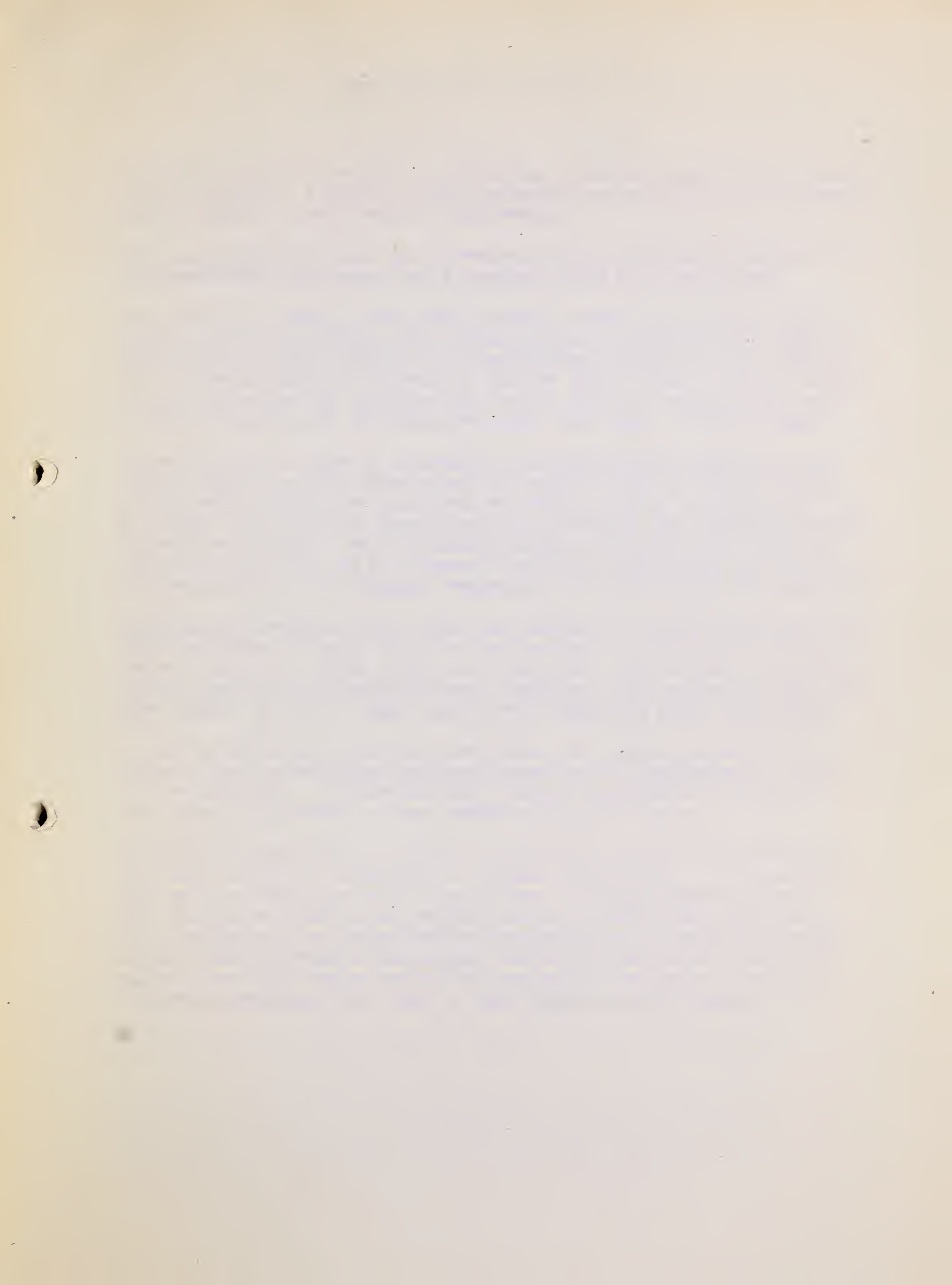
A - Introductory Statement of Experience with Trade Relations

B - Tentative Compliance Procedure

EXHIBIT 100 — VI

1 - Introduction to the subject of the exhibit

2 - Description of the exhibit



TEMPERARY COMPLIANCE PROGRAM

INTRODUCTION

The Compliance Section is now charged with the responsibility of investigating routine violations of the Food Stamp Plan, and the disposition of such cases. Formal investigations involving potential criminal cases will still be the responsibility of the Investigation Division.

The procedure which is outlined below is restricted to urban areas and will be modified to fit rural sections by a supplement to this instruction.

Investigations of retailers in routine cases will be made by Food Stamp shoppers working under the direct supervision of the Compliance Officer or the Area Supervisor. Selection of the shoppers, who will be employed in a GIP-2 classification at \$10.00 per annum, will be made from lists of available candidates furnished by the welfare agencies and our Investigation Division. Clearance for their employment will be obtained through the Civil Service Commission for the District in which areas to be investigated are located. Both men and women shoppers may be employed to conduct investigations.

After the shoppers have been selected and before they are assigned to actual investigations, they will be thoroughly instructed in the Food Stamp Plan Regulations, and in the duties to be performed. If a member of the Investigation Division is located in the area, he will be called upon to assist in the instruction and training of the shopper.

The Compliance Officer or the Area Supervisor will be responsible for selecting cases for investigation, and will make assignments of such cases to the shoppers.

The Compliance Officer or the Area Supervisor will furnish shoppers with appropriate stamp books containing usually ten or ten orange food stamps and six to eight blue stamps. Shoppers should also be furnished with a book containing a larger number of orange stamps for making purchases of meat and fish in areas where retailers refuse to accept blue stamps for such items, but indicate that orange stamps would be acceptable. The shoppers will also be furnished with an appropriate identification card and "notice to appear" form to be served upon the owner of the store, or the manager, when a violation is detected.

In addition, the shopper will be required to submit a daily report (Exhibit A) indicating the stores checked and the results of the investigations. This daily report form is also to be utilized as the assignment sheet of cases for the shopper to investigate.

THE ONE BUY PROCEDURE

Shoppers, in conducting their investigations, will use a normal customer approach in making attempted illegal purchases. In no instance will the shopper be permitted to use undue pressure upon retailers in order to effect illegal purchases. The shopper will enter the store, order food and seafood items, and after they have been assembled, will offer food stamps in payment therefor. (In investigating poultry markets, the shopper will inform the clerk that he is purchasing with food stamps and will show the clerk the food stamp book before ordering.) If the clerk accepts the stamps for the merchandise, the shopper will complete the purchase to the extent of transferring the stamps and accepting a due bill or change in lieu thereof, when the purchase price does not equal the exact amount of the stamps tendered, and will pick up the merchandise and leave the store. This will assume that a transaction has been completed.

Immediately after leaving the store, the shopper will re-enter, ask for the owner or manager, and identify himself by presenting a credential card issued over the signature of the Regional Director, which card will bear the shopper's name and identify him as an "Investigator" for the A.I.A. The shopper will advise the retailer of the violation which just occurred, return the merchandise and recover the stamps exchanged in the transaction. If change was given in lieu of a due bill, the change will be returned to the retailer. If a due bill was given, the due bill will be retained by the shopper, but if the retailer wishes to cancel the due bill, he will be permitted to sign it "void". The retailer will be advised that it will be necessary for him to appear at the local office to discuss the violation sale. The shopper will then fill out the "Notice to appear" (indicating therein the place at which the retailer should appear and the time. (Each shopper will be instructed before he starts his day's activities of the time to be inserted on notices given out during the day.) It will also indicate upon this form the items purchased and the number and value of stamps used in the transaction. This form will be filled out in duplicate, and the retailer and clerk will be asked to sign it acknowledging receipt of the "notice to appear". The original of this notice will be given to the retailer, and the carbon copy will be retained by the shopper. If the retailer refuses to sign the form, the shopper will sign the notice and indicate thereon that it was served upon the retailer on _____ (date), and leave the original with the retailer. After leaving the store, the shopper will indicate on the reverse side of the carbon copy of the form any pertinent remarks made by the retailer, and if change was given in lieu of a due bill, he will indicate the amount and that such change had been returned to the retailer. He should also describe briefly the form of due bill received, if one was given, and whether or not the retailer required proper identification or if the stamp book used was properly signed.

In the event the retailer refuses to violate the regulations during the attempted illegal purchase, the shopper will then identify the self by presenting his credentials so that the retailer will be aware that the Administration is checking the law-abiding operations of the Food Stamp Plan in retail stores. The shopper should also, during his visit to the store, observe whether or not the Food Stamp Plan is properly picked up and the regulations are properly picked up and he should identify the Food Stamp Plan briefly with the retailer to make sure that he has an opportunity or misinterpretation relative to the regulations. If the retailer requests information or clarification of the regulations when the shopper has not provided, the latter should advise him that he will have the Area Supervisor or Compliance Officer identify any such questions either by letter, or personal or telephone call.

17. During the course of investigations of retailers, the shopper should through observation or by complaints made by retailers of possible criminal violations, such as the sale of cheap liquor, liquor, or other trafficking in food stamps, these facts should be reported fully to the Area Supervisor or Compliance Officer, and the latter, in turn, will report such information to the Chief of the Compliance Section, who will refer the case to the Investigative Division.

THE INTERVIEW

Each evening or morning, whichever is most convenient, the shopper will turn in his daily reports and carbon copies of Questionnaire to the Area Supervisor or Compliance Officer. It will be the responsibility of the Area Supervisor or Compliance Officer to properly assign interviews.

When a retailer agrees for an interview, the interviewer should request him while he is willing to be interviewed, to complete the Food Stamp Plan Questionnaire. After the Questionnaire has been completed, the interviewer will refer the retailer to the interviewer assigned to the case, who will be given the carbon copy of the "Notice to appear", which indicates the type of violation, and also the Questionnaire completed by the retailer.

In the interview process, the interviewer will complete the interviewer's report. This report will be filled out in the original and one carbon copy and may be made out in pencil.

Before the violation is discussed, the interviewer will check the preliminary information and record same on the Report of Interview. After this part of the report is completed, the interviewer will then go over the Food Stamp Plan Questionnaire and correct any errors on the part of the retailer in answering the Questionnaire, and will also thoroughly discuss the regulations with the retailer to make sure they are properly understood. The violation case will then be discussed in detail, and the retailer will be requested to explain why the violation occurred, where information will be recorded on the report by the interviewer.

ADMINISTRATIVE PROCEDURE FOR COMPLAINTS

When the complaint by citizens are received in up the chapter to the Area Supervisor or Compliance Officer. They will be reviewed in accordance with the policy and a decision will be made. The case will then be forwarded to the State Supervisor, together with the recommendation of the Area Supervisor. The State Supervisor will review the case and if, in his opinion, a decision should be issued, the entire file of the case will be sent to the Regional Office. The file shall include all pertinent papers with reference to violations in the previous year.

Complaints should be recommended only in cases where the facts seem to warrant the issuance of a formal order. If facts appear in the record that would not make it seem feasible to issue a formal order, the matter should be handled in a manner similar to that applied in the first try procedure, and the matter placed on a list for administrative review.

When the Regional Office receives the case file together with the recommendation for a citation, the case shall be given a hearing and a decision issued based on the facts as presented. The citation will specify that the violator may file an appeal directed to the Regional Director and it will also point out that if the violation of Section 10 is not corrected a hearing.

When the answer is received, it will be reviewed by the Compliance Officer in the Regional Office to determine whether or not a hearing should be granted. In the event that a hearing is to be held, the answer, together with the complete file, will be sent to the Administrative Hearing Officer, whose duty it is to hold hearings in the pertinent area where the store is located. The Administrative Hearing Officer will then schedule a hearing and notify the violator.

At the hearing the Administrative Hearing Officer will present pertinent facts on a form provided by the Administration. The violator will be given a chance to state all facts surrounding the violation, including any mitigating circumstances. The outcome of the hearing will be based on the facts presented and the violator will be given notice of the decision.

At the conclusion of the hearing, the Administrative Hearing Officer will prepare a report summarizing the facts, giving facts briefly the results of the case, together with his recommendation of the appropriate action and any other pertinent information available out of the hearing, and the recommendation as to the final disposition of the case.

The entire file will then be forwarded to the Regional Office, where it will be reviewed and if a final order limiting participation is to be issued, such an order will be prepared and issued. If, in the opinion of the Regional Compliance Officer, the store should not be closed for participation, the order will be issued clarifying the situation.

When the retailer fails to file an answer or his answer does not request the privilege of a personal appearance, the case will be disposed of by the issuance of an Order Denying Participation. If the facts so warrant.

INVESTIGATION OF STORES DENIED PARTICIPATION

A store that has been denied participation should be investigated in approximately 30 days after the date of the denial order to ascertain whether or not the terms of the order are being complied with. These investigations will be made by shoppers employed by the Administration. If the shopper is able to make a purchase with stamps at the denied store, the shopper will leave the store to complete the sale, immediately returning and informing the owner or manager that a violation has occurred, and will return the groceries and ask the grocer to return the stamps used in the transaction. A notice similar to that used in the first-buy procedure will be given to the grocer, requesting him to appear at the Area Office at a specified time. It is suggested in this type of case that the shopper attempt to purchase proper items with the food stamps.

When the grocer appears at the interview, he should be severely warned and plainly told that if in the future he does not comply with the terms of the denial order, he will be subjected to criminal prosecution.

This store should then be placed on the list for reinvestigation within a period of approximately 30 days. At that time, a shopper will attempt to make a legitimate purchase with food stamps. If successful, the shopper will leave the store without returning the groceries or making his identity known. The facts surrounding the violation will be reported to the Area Supervisor and the groceries given to him for disposition. The Area Supervisor should then request the Regional Office, through his State Supervisor, to open a formal investigation of the violating store. At the same time, all pertinent data concerning violations that have taken place after the issuance of the final order should be sent to the Regional Office.

If, in the opinion of the Regional Compliance Officer, the case warrants a formal investigation, a request for such an investigation will be made to the Investigation Division. When the Investigation Division has completed its formal investigation, the report will be sent to the Regional Office and disposition will be made similar to any other formal case.

REINSTATEMENT

An application for reinstatement may be received by the Area Supervisor at any time. Ordinarily, it will not be the policy of the Administration to permit reinstatement of a denied retailer before

90 days have elapsed from the effective date of the denial order. If the Area Supervisor believes that the denied retailer should be reinstated, the application, together with his recommendation, will be forwarded to the Regional Office by the State Supervisor.

The Regional Director may, at his discretion, issue an Order of Reinstatement at any time after the retailer has been denied permission for a period of 90 days. In exceptional cases where it is desired to reinstate a retailer who has been denied for a period of less than 90 days, the approval of the Washington Office must be obtained before the Regional Director issues a reinstatement order.

Before requesting reinstatement, the Area Supervisor should have the retailer tested by two different shoppers to see whether or not the terms of the final order are being complied with.

FORMAL INVESTIGATIONS

When the Area Supervisor receives information from shoppers, waitress agencies, or other sources, which indicates trafficking in stamps, purchase of stamps for cash, payment of bank bills by stamps, or any other violations that would indicate criminal action might be taken, a request should be made to the Regional Office by the State Supervisor that a formal investigation be opened. Upon receipt of this request, the Regional Compliance Officer will notify the Investigation Division to proceed with a formal investigation. In exceptional cases where speedy action is necessary, the Area Supervisor may immediately inform any Special Agent in his territory of the facts surrounding the case and request him to proceed with an investigation. This information should be transmitted immediately to the Regional Office.

When the Investigation Division has completed its investigation, the report will be sent to the Regional Compliance Officer, who will review the report and determine what administrative action should be taken and whether or not criminal prosecution is to be instituted. This type of case should be disposed of administratively in the same manner as that used in getting back purchase stamps. However, certain facts may appear that would make it advisable to secure the assistance of the Regional Attorney in arriving at an administrative decision or in the preparation of formal documents or orders. In such an event, the Regional Compliance Officer may call upon the Regional Attorney for such assistance as he may require.

If in the opinion of the Regional Compliance Officer the case warrants criminal prosecution, the file of the case will be sent to the Regional Attorney for review as to the legal sufficiency of the evidence. Cases which, in the opinion of the Regional Attorney, may be properly prosecuted in the Federal court should be forwarded by him to the Solicitor's Office in Washington, with the request that the report be

submitted to the Department of Justice recommending criminal prosecution. Cases to be prosecuted in State or local courts will be forwarded by the Regional Attorney to the Investigation Division which will institute such action.

It should be clearly understood that the responsibility for prosecution of criminal cases is placed upon the Investigation Division. In Federal cases, they shall assist the United States Attorney in any way possible. In State cases and cases brought under local ordinances, where no prosecution officer is available, the Investigation Division will assume complete charge of the prosecution.

It should also be noted that administrative hearings in this type of case shall be conducted by the Regional Attorney. A verbatim transcript of testimony shall be taken at this hearing if, in the opinion of the Regional Attorney, such a transcript is necessary. Hearings of this nature shall not be conducted by Administrative Hearing Officers.

10

THE
FEDERAL
BUREAU OF
INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

10

10

THE UNIVERSITY OF CHICAGO

18

1. The first part of the paper is devoted to a discussion of the

main results of the paper.

2. The second part of the paper is devoted to a discussion of the

main results of the paper.

3. The third part of the paper is devoted to a discussion of the

main results of the paper.

4. The fourth part of the paper is devoted to a discussion of the

main results of the paper.

5. The fifth part of the paper is devoted to a discussion of the

main results of the paper.

6. The sixth part of the paper is devoted to a discussion of the

V -- SCHOOL MILK PROGRAM

A - Washington Office Letter No. E-1 --

School Milk Program

B - Washington Office Letter No. E-2 --

School Milk Program Reports

C - Survey Report on Areas Selected for Operation of School Milk Program

D - Agreement between the Agricultural Marketing Administration and a Sponsoring Agency in Connection with the Agricultural Marketing Administration's School Milk Program (Fiscal Year 1943)

E - School Milk Program: Average Number of Participants and Costs to AMA, by States, Fiscal Year 1942.

F - School Milk Program Areas in Operation August 1, 1942

Y — SCHOOL MILK PROGRAM

A - Washington Office letter No. E-1 --

School Milk Program

B - Washington Office letter No. E-2 --

School Milk Program Reports

C - Survey Report on Areas Selected for Operation of School Milk Program

D - Agreement between the Department of Agriculture and a sponsoring agency in connection with the Agricultural Marketing Administration's School Milk Program (Fiscal Year 1947)

E - School Milk Program: Average Number of Participants and Costs to AMI, by State, Fiscal Year 1946.

F - School Milk Program Areas in Operation August 1, 1946

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

June 26, 1942

WASHINGTON OFFICE LETTER NO. 3-1

School Milk Program

Section 1: General Operation of the Program

The School Milk program will be operated as a diversion program, with the Agricultural Marketing Administration indemnifying a sponsoring agency for milk distributed to children in schools and child welfare centers in accordance with an agreement entered into between the Administration and the sponsoring agency. For the purpose of the School Milk program, "school" means any public school, religious school or private school operated not for profit; "child welfare center" means any community center, child aid center, playground, summer camp or like center devoted to the welfare of children, which is operated not for profit and has facilities for distributing milk.

Section 2: Rate of Indemnity

The rate of indemnity to be paid by the Agricultural Marketing Administration will be the price paid producers, f.o.b. plant in the program area, for milk to be sold for consumption as milk. This means that in areas where milk prices are classified on a use basis, milk used in the program will be purchased from producers at the price established for milk for fluid consumption, and the AMA indemnity will be equal to that price. In areas where distributors purchase milk from producers at a flat price regardless of use, the indemnity will be equal to that price. A distributor furnishing milk for distribution under the program shall certify to the price paid by him for such milk to producers. Producer-distributors who do not distribute milk purchased from other producers shall certify to the prevailing price being paid by distributors for unprocessed milk to producers in the area. If no producer price is established in the area, the producer will certify to the prevailing price in the nearest area where distributors purchase milk from producers.

Distributors will be required to certify to the butterfat content of the milk delivered to a sponsoring agency. The rate of indemnity by the AMA will be equal to the price for milk of such a butterfat content. In small communities where distributors do not know the butterfat content of the milk they handle, they will certify that the milk meets the legal requirements for butterfat and the rate of indemnity will be based on the price for such milk.

Section 3: Choice of Areas

It shall be the policy of the Agricultural Marketing Administration to install new School Milk programs primarily in areas of less than 10,000 population. However, the program as herein described may be continued in all areas designated in the fiscal year 1942.

Section 4: Sponsoring Agencies

Since the immediate operation of the program will be under the supervision of the sponsoring agency, considerable care should be exercised in the selection of the sponsor. Whenever possible, public bodies, or officials should act as sponsors and sign the agreement with the Administration. Other organizations wishing to share in the program may act as co-sponsors but be responsible to the sponsor. If it is impossible to secure a public body or official as sponsor, the Regional Director may designate a sponsor and enter into an agreement with a private non-profit organization mutually agreeable to the school or child welfare agency and himself. If a private agency is designated, the Regional Director should take every reasonable precaution to assure himself that such agency will be willing and able to fulfill its part of the agreement.

Section 5: Execution of Agreement

The agreement, HWP-57, Revised, shall be executed in quadruplicate by the Regional Director or other properly authorized persons on behalf of the Administration, and by a responsible officer on behalf of the sponsoring agency. (See Section 6 for discussion of completion of Schedule A).

The full name and address of the sponsoring agency should be entered in the preamble. If there is an established producer price in the area, i.e., if distributors in the program area regularly purchase milk to be sold for consumption as milk, there will be entered in the blank space in the last paragraph of Article III, the name of the program area. If there are no distributors in the area regularly purchasing milk to be sold for consumption as milk, the name of the nearest community in which distributors do purchase such milk shall be entered in the blank space.

No changes may be made in the form of the agreement without prior approval of the Chief of the Distribution Branch, except that the termination date in Article IX may be set at any date the Regional Director thinks advisable.

The contract number will be entered on all copies of the agreement in the Regional Office at the time the agreement is executed. Each Regional Office will be assigned a block of contract numbers which should be used serially as agreements are executed. A register of contract numbers should be set up in the Regional Office to maintain control of the assignment of numbers.

When the agreement has been executed and numbered, the original and first copy should be forwarded immediately to D. J. Merrill, Chief, Audit Division, Washington, D. C., the third copy should be retained by the Regional Director, and the fourth copy sent to the sponsoring agency.

Section 6: Selection of Schools and Child Welfare Centers

All schools and child welfare centers within the definition in Section 1 are eligible for the School Milk program. However, if in the development of the program, it is decided to put the program into areas of more than 10,000

population. It may be necessary to make some selection of schools and centers for operation. In making this selection, the Regional Director and the sponsor should take considerable care to see that the program is put into schools and centers where an increase in the consumption of milk would be most beneficial to the attending children. The schools selected for operation should be listed in Schedule A of the agreement with the sponsoring agency.

If, at any time after the execution of the agreement, the sponsoring Agency wished to put additional schools or child welfare centers into the program, an authorized representative of the AMA may approve such schools for participation. In such instances, the AMA representative shall indicate his approval by addressing to the sponsoring agency a letter which should have substantially the following wording:

"In addition to the schools approved prior to this date, the following schools are hereby approved for participation in the School Milk program under the terms and conditions of Contract No. _____ entered into on _____ between the Agricultural Marketing Administration and _____"

The schools should then be listed and the letter signed by the authorized AMA representative. Four signed copies of this letter should be distributed exactly as is provided for the original agreement, i.e., original and first copy to D. J. Merrill, Chief, Adult Division, Washington, D. C.; third copy should be retained by the Regional Director, and the fourth copy to the sponsoring agency.

Section 7. Method of Distribution and Price to Children

The agreement between the AMA and the sponsoring Agency binds the agency to offer milk to all children in a school or center or a national subdivision thereof. This means that the program may be limited to one building or one room in a school, but that no unusual division of the children (such as income classes, need for milk, etc.) may be set up for the purpose of distributing milk.

By the terms of the agreement, the sponsor may charge the children not more than one cent per half-pint for the milk. Where the sponsor plans to make a charge for the milk, the Regional Director should make every effort to have the sponsor furnish milk free to those children who are unable to pay. If some children pay for milk and some get it free, nothing in the distribution of the milk or collection of the money should indicate any distinction whatever between the paying and nonpaying children.

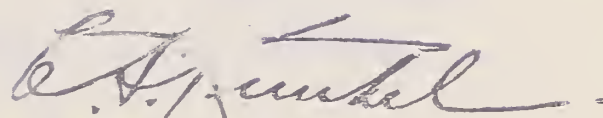
Section 8. Report on Selected Areas

Although it is not necessary for the Regional Office to prepare a detailed survey report for each area, the Washington office will need current information on the operation of the program. To furnish such information the

attached "Report on Areas Selected for Operation" should be completed and one copy mailed to the Chief of the Distribution Branch. If additional schools or child welfare centers are subsequently approved for the program, a supplemental report should be furnished.

Section 3: Claims for Payment

Claims for payment will be filed by the sponsoring agency in accordance with the "Instructions to Sponsoring Agencies" which will be furnished by the Washington AHA Letter's office. The certification as representative of the Secretary of Agriculture of vouchers presented in connection with claims for payment shall be signed by such representatives of the AHA as may be properly authorized by the Administrator to accomplish such certification. After certification, claims shall be submitted to the appropriate office of the Department for further handling.



E. F. Eichel
Chief, Distribution Branch

DEPT. OF AGRICULTURE AND LANDS
Agricultural Marketing Administration
Distribution Branch

REPORT OF AREA SURVEY FOR OPERATION
MILK FOR CHILDREN

1. Name of area _____

2. Population of area _____

3. Number of distribution points _____

4. Total enrollment _____

5. Estimated number of children to
participate _____

6. Estimated monthly cost to Milk _____

7. Prevailing producer price per
100 pounds of milk _____

8. Gross price sponsors will pay dis-
tributors per half-pint of milk _____

9. Probable opening date _____

Schools	Child Welfare Centers
---------	--------------------------

Signature _____

THE HISTORY OF THE CITY OF BOSTON

From the first settlement in 1630 to the present time.

By SAMUEL JOHNSON, Esq.

LONDON: Printed by J. DODD, in Pall-mall, 1790.

THE HISTORY OF THE CITY OF BOSTON, from the first settlement in 1630 to the present time. By SAMUEL JOHNSON, Esq. LONDON: Printed by J. DODD, in Pall-mall, 1790.

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

August 25, 1942

WASHINGTON OFFICE LETTER NO. E-2 - REVISION I

School Milk Program Reports

Each sponsoring agency in areas in which the School Milk Program is in operation shall be required to submit to the state or local AMA office, as determined by regional policy, Form AMA-145 "Monthly School Milk Report" in duplicate by the 5th day of each month, reporting in detail operations of the program during the previous month. The state or local AMA office shall check the reports carefully for correct preparation and accuracy, retain one copy and forward the original to the regional office within two days after they are received.

The sponsoring agency will have the responsibility of securing necessary information from each school and child welfare center and combining the data into one report for each area in which it is sponsoring the program. The entries for schools must be shown separately from those for child welfare centers. The following instructions apply to Form AMA-145:

1. Period Covered -- Calendar month.
2. Area -- The area report should completely identify the area showing name of city, county and state or the county and state if not in municipalities.
3. Contract Number -- This should be the number assigned to the agreement between AMA and the sponsor, covering operations in the schools and centers included in the report.
4. Total Enrollment -- (Column 2) This item refers to total enrollment of children in the schools and child welfare centers in which the program is in operation.
5. Number of Days Milk Distributed -- (Column 3) This refers to the number of days milk is actually consumed by the children.
6. Average Number of Children Receiving Milk Each Day -- (Columns 4, 5 and 6) This information is to be obtained from the institutions and should be secured by dividing the total number of half-pints distributed per month by the number of days that milk is actually distributed to children except in those institutions where more than one half-pint of milk is distributed to a child each day. Where more than one half-pint is distributed, sponsors will be required to secure a careful estimate of the average unduplicated number of children receiving milk each day milk is distributed during the month. In each case, paying and non-paying children must be shown separately, and Column 6 will equal the sum of Columns 4 and 5.

2- Washington Office Letter No. 1-2
Revision I -- August 25, 1942

7. Total Quantity of Milk Distributed During Month -- (Column 7) The sponsoring agency shall maintain accurate records to show the total number of half-pints of milk distributed during each calendar month.
8. Prevailing Producers' Price Per Hundred Pounds -- (Column 8) If there is any variation within the area, a separate entry should be made for each different price paid to producers by distributors in those areas where sponsors secure program milk from more than one distributor and the quantity secured at each price. Also, separate entries should be made if changes occur in the price paid to producers for program milk during the calendar month with footnotes indicating the period during which each price was in effect.
9. Gross Cost to Sponsoring Agency -- (Column 9) The cost to be shown here should be the gross cost to the sponsoring agency for milk purchased under terms of the agreement with the AMA. It would represent the total amount billed the sponsoring agency by the distributor.
10. Total AMA Payments -- (Column 10) The total amount AMA will be expected to pay for milk distributed during the month.

Each report is to be signed by an authorized representative of the sponsoring agency. The use of these forms is to become effective beginning with the report for the month of August 1942. It will be necessary for the regional office to prepare a summary of all items on the sponsors' reports by areas and with state and regional totals. This consolidated report of all items reported on AMA-145 is to be submitted so as to reach the Washington Office by the 15th of the month following the period covered by the report.



C. F. Kunkel
Chief, Distribution Branch

(Rev. 6-22-62)

UNITED STATES DEPARTMENT OF AGRICULTURE
 AGRICULTURAL MARKETING ADMINISTRATION
 DISTRIBUTION BRANCH

MONTHLY AREA SCHOOL MILK REPORT

AREA _____ PERIOD COVERED _____
 STATE _____
 CONTRACT NUMBER _____

TYPE OF PARTICIPATING UNIT	NUMBER SCHOOLS AND CHILD WELFARE CENTERS PARTICIPATING	TOTAL DOLLARS IN PARTICIPATING SCHOOLS AND CHILD WELFARE CENTERS	AVERAGE NUMBER OF CHILDREN RECEIVING MILK EACH DAY	AVERAGE NUMBER OF CHILDREN RECEIVING MILK EACH DAY		TOTAL QUANTITY MILK DISTRIBUTED DURING MONTH (A. 22.11.62)	PREVAILING PRICE PAID PER POUND	GROSS COST TO PARTICIPATING SCHOOLS	TOTAL AREA PAYMENTS
				PAYING	NON-PAYING				
1	2	3	4	5	6	7	8	9	10
SCHOOLS									
CHILD WELFARE CENTERS									
TOTALS									

DECLARATION

I HEREBY CERTIFY THAT THE FIGURES ON THIS SHEET ARE CORRECT ACCORDING TO THE RECORDS OF THIS OFFICE AS OF _____ (DATE RECORDS ARE CLOSED)

SIGNED BY: _____ (AUTHORIZED REPRESENTATIVE)
 DATE: _____ (DATE OF SIGNATURE)

BUREAU OF AGRICULTURE
UNITED STATES DEPARTMENT OF AGRICULTURE
WASHINGTON, D. C.

STATE OF
REPORT OF THE

1. Name of school or child welfare agency _____
City _____ County _____ State _____
2. Population of area _____ Is report to agency from _____ Is _____
3. Reporting agency _____
A. Name _____
B. Name of child _____

	Child	State
4. Name of institution or school _____	_____	_____
5. Total enrollment _____	_____	_____
6. Estimated number of children in institution _____	_____	_____
7. Estimated number of children in school _____	_____	_____
8. Total number of children in school _____	_____	_____
9. Total number of children in school _____	_____	_____
10. Total number of children in school _____	_____	_____
11. Total number of children in school _____	_____	_____
12. Total number of children in school _____	_____	_____
13. Total number of children in school _____	_____	_____
14. Total number of children in school _____	_____	_____
15. Total number of children in school _____	_____	_____
16. Total number of children in school _____	_____	_____
17. Total number of children in school _____	_____	_____
18. Total number of children in school _____	_____	_____
19. Total number of children in school _____	_____	_____
20. Total number of children in school _____	_____	_____
21. Total number of children in school _____	_____	_____
22. Total number of children in school _____	_____	_____
23. Total number of children in school _____	_____	_____
24. Total number of children in school _____	_____	_____
25. Total number of children in school _____	_____	_____
26. Total number of children in school _____	_____	_____
27. Total number of children in school _____	_____	_____
28. Total number of children in school _____	_____	_____
29. Total number of children in school _____	_____	_____
30. Total number of children in school _____	_____	_____
31. Total number of children in school _____	_____	_____
32. Total number of children in school _____	_____	_____
33. Total number of children in school _____	_____	_____
34. Total number of children in school _____	_____	_____
35. Total number of children in school _____	_____	_____
36. Total number of children in school _____	_____	_____
37. Total number of children in school _____	_____	_____
38. Total number of children in school _____	_____	_____
39. Total number of children in school _____	_____	_____
40. Total number of children in school _____	_____	_____
41. Total number of children in school _____	_____	_____
42. Total number of children in school _____	_____	_____
43. Total number of children in school _____	_____	_____
44. Total number of children in school _____	_____	_____
45. Total number of children in school _____	_____	_____
46. Total number of children in school _____	_____	_____
47. Total number of children in school _____	_____	_____
48. Total number of children in school _____	_____	_____
49. Total number of children in school _____	_____	_____
50. Total number of children in school _____	_____	_____
51. Total number of children in school _____	_____	_____
52. Total number of children in school _____	_____	_____
53. Total number of children in school _____	_____	_____
54. Total number of children in school _____	_____	_____
55. Total number of children in school _____	_____	_____
56. Total number of children in school _____	_____	_____
57. Total number of children in school _____	_____	_____
58. Total number of children in school _____	_____	_____
59. Total number of children in school _____	_____	_____
60. Total number of children in school _____	_____	_____
61. Total number of children in school _____	_____	_____
62. Total number of children in school _____	_____	_____
63. Total number of children in school _____	_____	_____
64. Total number of children in school _____	_____	_____
65. Total number of children in school _____	_____	_____
66. Total number of children in school _____	_____	_____
67. Total number of children in school _____	_____	_____
68. Total number of children in school _____	_____	_____
69. Total number of children in school _____	_____	_____
70. Total number of children in school _____	_____	_____
71. Total number of children in school _____	_____	_____
72. Total number of children in school _____	_____	_____
73. Total number of children in school _____	_____	_____
74. Total number of children in school _____	_____	_____
75. Total number of children in school _____	_____	_____
76. Total number of children in school _____	_____	_____
77. Total number of children in school _____	_____	_____
78. Total number of children in school _____	_____	_____
79. Total number of children in school _____	_____	_____
80. Total number of children in school _____	_____	_____
81. Total number of children in school _____	_____	_____
82. Total number of children in school _____	_____	_____
83. Total number of children in school _____	_____	_____
84. Total number of children in school _____	_____	_____
85. Total number of children in school _____	_____	_____
86. Total number of children in school _____	_____	_____
87. Total number of children in school _____	_____	_____
88. Total number of children in school _____	_____	_____
89. Total number of children in school _____	_____	_____
90. Total number of children in school _____	_____	_____
91. Total number of children in school _____	_____	_____
92. Total number of children in school _____	_____	_____
93. Total number of children in school _____	_____	_____
94. Total number of children in school _____	_____	_____
95. Total number of children in school _____	_____	_____
96. Total number of children in school _____	_____	_____
97. Total number of children in school _____	_____	_____
98. Total number of children in school _____	_____	_____
99. Total number of children in school _____	_____	_____
100. Total number of children in school _____	_____	_____

Class 1 _____
Class 2 _____
Class 3 _____
Class 4 _____

Name _____
Title _____

Program 7/50

AGREEMENT BETWEEN THE AGRICULTURAL MARKETING
ADMINISTRATION AND A SPONSORING AGENCY IN CONNECTION
WITH THE AGRICULTURAL MARKETING ADMINISTRATION'S SCHOOL
MILK PROGRAM (FISCAL YEAR 1943)

THIS AGREEMENT is entered into this _____ day of _____ between the Agricultural Marketing Administration, United States Department of Agriculture, hereinafter referred to as the "Administration," and the _____, hereinafter referred to as the "sponsoring agency,"

in consideration of the mutual covenants contained herein the parties hereto agree as follows:

ARTICLE I. IDENTIFICATION OF THE SPONSORING AGENCY. The Administration shall identify the sponsoring agency for milk distributed by the sponsoring agency in accordance with this agreement to children attending or visiting schools or child welfare centers listed in the attached Schedule A, and such other schools or child welfare centers as may be subsequently approved by a duly authorized representative of the Agricultural Marketing Administration. Provided, that the price, if any, charged to the children, does not exceed one cent per one-half pint. For the purpose of this agreement, "school" means any public school, religious school or private school operated not for profit; "child welfare center" means any community center, child aid center, playground, summer camp or like center devoted to the welfare of children, which is operated not for profit and has facilities for distributing milk.

ARTICLE II. RATE OF PAYMENT. The rate of indemnity paid the sponsoring agency for all milk distributed in accordance with this agreement shall be the price paid by the participating milk distributor to all producers delivering unprocessed milk F.O.B. such distributor's plant. Where necessary for computing the rate of indemnity, 0.5575 pounds of milk shall be considered as equivalent to one-half pint of milk.

ARTICLE III. EVIDENCE OF PRICE PAID PRODUCERS. The sponsoring agency shall require each milk distributor, except distributors who are also producers and who do not distribute milk produced from other producers, from whom it purchases milk for distribution under this agreement, to furnish evidence of the price paid by such distributor to producers for milk to be sold for consumption as milk, and shall require each such distributor to permit the examination by the Administration or its representatives, of such distributor's books and records. The Administration reserves the right to request payments to operate on any other basis as an investigation of the accuracy of the distributor's evidence of the price paid by such distributor to producers for milk to be sold for consumption as milk.

The sponsoring agency shall require each distributor who is also a producer, and who does not purchase milk from other producers, to certify to the prevailing

THE HISTORY OF THE CITY OF BOSTON

FROM THE FIRST SETTLEMENT
TO THE PRESENT TIME
BY
JOHN B. HENNING

THE HISTORY OF THE CITY OF BOSTON
FROM THE FIRST SETTLEMENT
TO THE PRESENT TIME
BY
JOHN B. HENNING

THE HISTORY OF THE CITY OF BOSTON
FROM THE FIRST SETTLEMENT
TO THE PRESENT TIME
BY
JOHN B. HENNING

THE HISTORY OF THE CITY OF BOSTON
FROM THE FIRST SETTLEMENT
TO THE PRESENT TIME
BY
JOHN B. HENNING

price paid in previous years. The will be sold for amounts as with. The contract shall contain the right to transfer property to others in any place within the boundaries of the territory of the State of California.

ARTICLE IV. INTERESTS IN WILL. The sponsoring agency shall be responsible for the advancement of the delivery of wills from the State and for the protection thereof in relation to wills and shall be responsible for wills which are not in the possession of the will.

The sponsoring agency shall offer wills to all children in a school or child welfare center for school and children's centers. For information on the program, the will is distributed free to all children and is provided for other children. The sponsoring agency shall not distribute the will in any manner as to identify the non-paying children.

ARTICLE V. DISPOSITION OF PROFIT. Any profit resulting from the sponsoring agency under the program, as a result of the price received in relation to the difference between the total price of the will and the cost of distribution, shall be utilized by the sponsoring agency to provide wills free to children, to pay or to reduce the price of wills to children at such intervals and in such a manner as will result in the absorption of such costs.

ARTICLE VI. ORGANIZATION OF REPRESENTATIVES. The Administration of the program shall be represented by one person in each of the following will state agencies:

ARTICLE VII. BOOKS AND RECORDS. The sponsoring agency shall maintain books and records pertaining to the program and shall be responsible for wills as provided herein and shall permit the administration of such wills and shall be the Administration of the representative may require of all books, records, documents, and materials in connection with the program and shall be responsible for the distribution of wills as provided in this agreement.

ARTICLE VIII. REPORTS. The sponsoring agency shall promptly submit and report of the program, wills, or distribution of wills to the Administration of the representative may require. Such report shall be in the form of a report to the Administration of the program and shall be submitted at such intervals as may be required.

ARTICLE IX. TERMINATION. This agreement shall be terminated and it shall be the duty of the party in which the program is terminated. However, the Administration of the representative may require of all books, records, documents, and materials in connection with the program and shall be responsible for the distribution of wills as provided in this agreement. This agreement shall be terminated and it shall be the duty of the party in which the program is terminated. However, the Administration of the representative may require of all books, records, documents, and materials in connection with the program and shall be responsible for the distribution of wills as provided in this agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals all as of the day and year first above written, but actually on the date and forth after their respective signatures.

ASSOCIATED GENERAL INVESTMENT ADMINISTRATION

Ray E. Sanderson, Administrator

BY _____

(Title)

DATE _____

(Resolving Agency)

AT _____

(Witness)

DATE _____

AGREEMENT BETWEEN THE AGRICULTURAL MARKETING
ADMINISTRATIONS AND A SPONSORED SOCIETY OF AGRICULTURE
THE 1917 AGRICULTURAL MARKETING ADMINISTRATION'S REPORT
THIS PROGRAM (FISCAL YEAR 1917)

Section 1

Name and Location of

THE 1917 AGRICULTURAL MARKETING ADMINISTRATION

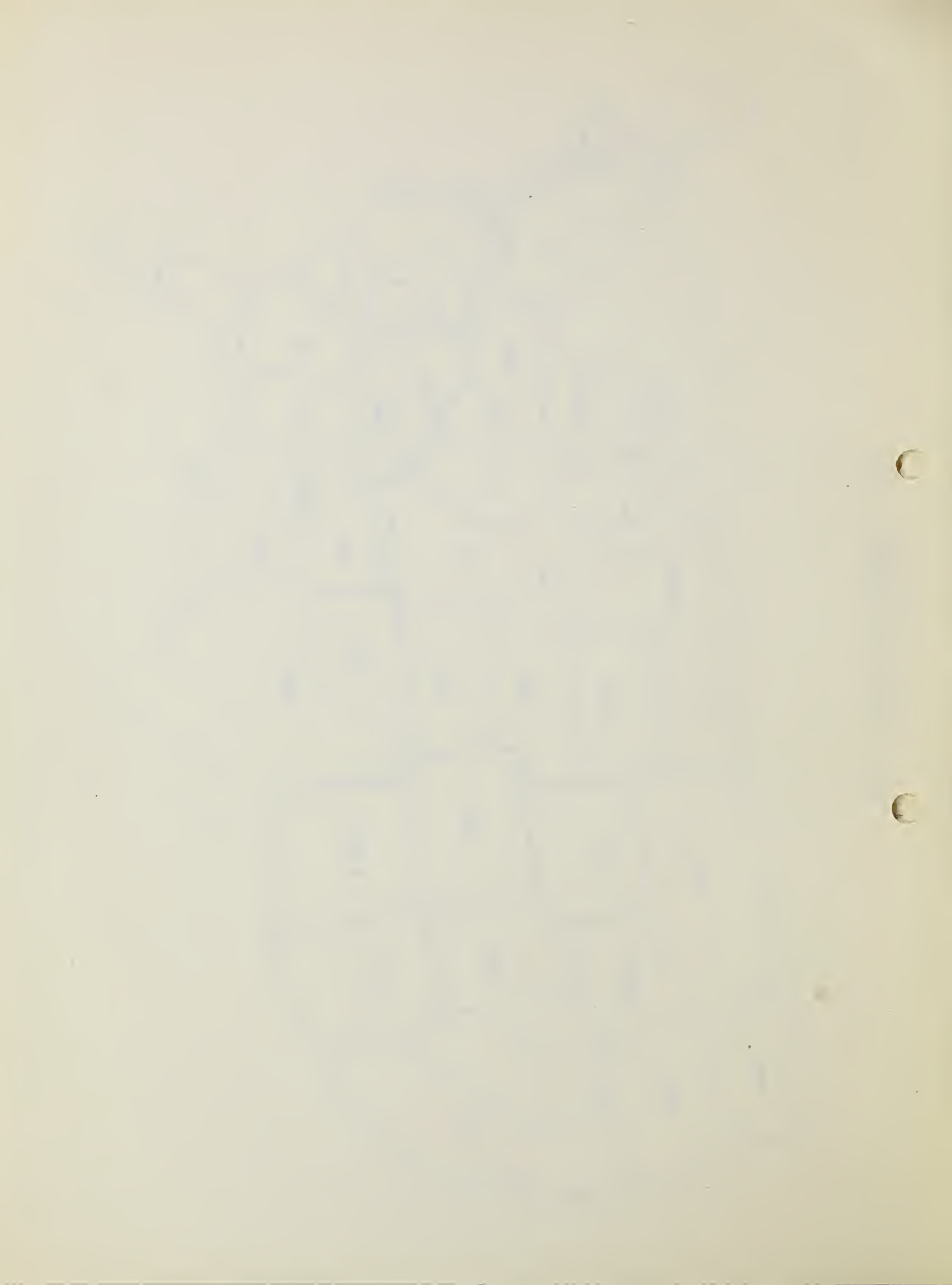


NATIONAL BUREAU OF ECONOMIC RESEARCH
AND DATA SERVICE, INC. - WASHINGTON, D.C. 20001

STATE	SPENDING PER PERSON PER ANNUUM	2000 TO 2001	PER CENT OF TOTAL
ALABAMA	1	1	1
ALASKA	1	1	1
ARIZONA	1	1	1
ARKANSAS	1	1	1
CALIFORNIA	1	1	1
COLORADO	1	1	1
CONNECTICUT	1	1	1
DELAWARE	1	1	1
FLORIDA	1	1	1
GEORGIA	1	1	1
HAWAII	1	1	1
ILLINOIS	1	1	1
INDIANA	1	1	1
IOWA	1	1	1
KANSAS	1	1	1
KENTUCKY	1	1	1
LOUISIANA	1	1	1
MAINE	1	1	1
MARYLAND	1	1	1
MASSACHUSETTS	1	1	1
MICHIGAN	1	1	1
MINNESOTA	1	1	1
MISSISSIPPI	1	1	1
MISSOURI	1	1	1
MONTANA	1	1	1
NEBRASKA	1	1	1
NEVADA	1	1	1
NEW HAMPSHIRE	1	1	1
NEW JERSEY	1	1	1
NEW MEXICO	1	1	1
NEW YORK	1	1	1
NORTH CAROLINA	1	1	1
NORTH DAKOTA	1	1	1
OHIO	1	1	1
OKLAHOMA	1	1	1
OREGON	1	1	1
PENNSYLVANIA	1	1	1
RHODE ISLAND	1	1	1
SOUTH CAROLINA	1	1	1
SOUTH DAKOTA	1	1	1
TENNESSEE	1	1	1
TEXAS	1	1	1
UTAH	1	1	1
Vermont	1	1	1
VIRGINIA	1	1	1
WASHINGTON	1	1	1
WEST VIRGINIA	1	1	1
WISCONSIN	1	1	1
WYOMING	1	1	1
TOTAL	54	11,301	100.0

School Milk Program
Areas in Operation August 1, 1942





VI -- SCHOOL LUNCH PROGRAM

A - Washington Office Letter No. F-1 --

Community School Lunch Programs

**B - School Lunch Program: Cost to AHA and Average Participation,
by States, Fiscal Year 1943**

**C - Peak Number of Children Participating in School Lunch Program
and Per Cent of School Enrollment, Fiscal Year 1942**

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Administration
Distribution Branch

July 29, 1942

WASHINGTON OFFICE LETTER NO. 7-1

Community School Lunch Program

Section 1: Responsibility of State Welfare Agencies.

State welfare agencies are responsible for determining that participation of eligible schools and child welfare centers and of children in participating in the Community School Lunch program is in accordance with the policy of the Agricultural Marketing Administration as prescribed in this letter. State welfare agencies shall allocate available commodities for use in the Community School Lunch program to all eligible schools and child welfare centers in accordance with the prescribed regulations and rules of distribution for eligible children.

Section 2: Eligibility of Schools and Child Welfare Centers.

All non-profit schools and child welfare centers will be eligible to apply for commodities donated by the Agricultural Marketing Administration to state welfare agencies for distribution in Community School Lunch programs. Schools and child welfare centers operating on a non-profit basis are not eligible for operating lunch programs on a proprietary basis are not eligible.

The term "child welfare centers", as used in this letter, refers to various types of programs for the group care of children, such as day nurseries, nursery schools, child care in defense areas, protective centers, camp, recreation centers, and other child-caring institutions.

Section 3: Eligibility of Children.

All children attending or visiting schools and child welfare centers who are unable to pay the full cost of meals served or who would be helped economically from participation may be included by the responsible officials of the schools and child welfare centers as eligible children in the Community School Lunch program.

Section 4: Application for Commodities (Paragraph A).

Each school and child welfare center shall be eligible for commodities upon submission and approval of an application containing the minimum information included in the outline furnished by the Agricultural Marketing Administration, and upon execution of an agreement to comply with policies and regulations prescribed for the Community School Lunch program. The application forms shall be furnished by state welfare agencies and referred to the state

will be given for approval following receipt by the school for approval by the principal teacher of the school or supervisor of the child welfare center and by the responsible official of the educational agency or child welfare agency having immediate supervision over the school or child welfare center. The child welfare agency shall arrange for the preparation of an adequate number of copies of the application for use in submitting the application and, if required, shall forward one copy to the representative of the Agricultural Marketing Administration for the area in which the school or child welfare center is located.

Section 4: Monthly Report of School Lunch Operations (Optional)

A monthly report of school lunch operations as prescribed by the Agricultural Marketing Administration shall be made by each school and child welfare center before accounts are distributed to the school or child welfare center. The report shall include current information on lunches served and amounts also on hand in the cafeteria and shall be the basis for commodity allocations for the following month. A copy of this report shall be made available through the child welfare agency to the Agricultural Marketing Administration, if required.

Section 5: Allocation of Commodities

Available commodities shall be distributed according to the type of school lunch program outlined on the approved application. Commodities will be allocated for the number of eligible children participating in the program according to the schedule established by the Agricultural Marketing Administration.

Section 6: Responsibilities of the Sponsor

It shall be the responsibility of the sponsor to:

- A. Provide lunches at no cost to all children unable to pay for their meals. In such circumstances of food or labor or payment in any other manner, may be required either of the child eligible to receive lunches at no cost or of his family. There shall be no difference in the food service or type of meal served to children of no cost as compared with those served to children making payment.
- B. Maintain school food programs so that expenditures permitted will be in addition to and not in substitution of foods that would normally be purchased.
- C. Provide supplementary foods and condiments that are not available for distribution through the Agricultural Marketing Administration.
- D. Make certain there is no segregation or discrimination between children who pay and those who do not pay for their lunches.

E. V. Smith

E. V. Smith
Act. Director of Food

The following information and agreement should be provided by the application for all commodities submitted by schools and child welfare centers:

On behalf of the following non-profit school or child welfare center, application is hereby made for commodities donated by the Agricultural Marketing Administration of the U. S. Department of Agriculture to the [initial] Department of Public Welfare for use in a Community School Lunch program.

1. NAME OF SCHOOL OR CHILD WELFARE CENTER _____

2. MAILING ADDRESS _____
(Street & No. or RD & Box No.) (City) (County) (State)

3. DATE OF SCHOOL OPENING _____ SIGHTING _____
(Month) (Day) (Year) (Month) (Day) (Year)

4. DATE LUNCH PROGRAM TO BEGIN _____ END _____
(Month) (Day) (Year) (Month) (Day) (Year)

5. TYPE OF PROGRAM: Check the type of program your school or child welfare center can operate.

A. () COMPLETE LUNCH. (Schools and child welfare centers having adequate cooking and baking facilities for preparation of all available commodities.)

Is a complete lunch served daily that consists, for example, either of a main (protein) and a supplementary dish (vegetable or fruit) or a nourishing combination dish such as a meat and vegetable stew; and a bread, beverage (milk or fruit juice), and possibly a dessert? Yes _____ No _____

B. () INCOMPLETE LUNCH. (Schools and child welfare centers that are unable to serve the complete lunch, because they either have limited cooking facilities or no cooking facilities, may have allocations of commodities for serving the incomplete lunch.)

Check the following to indicate which types of foods may be utilized:

() Limited cooking facilities. (Foods that are ready for serving and simply prepared foods requiring no baking facilities.)

() No cooking facilities. (Ready-to-serve foods that require no preparation.)

C. () SUPPLEMENTARY FEEDINGS. (Foods may be allocated to schools and child welfare centers for serving supplementary feedings at other than regular lunchtime. Such foods as fruit, fruit juice or milk are appropriate examples, and, where cooking facilities are available, other foods such as a hot cereal or hot milk drink may be served.)

Check the supplementary feeding program conducted:

Breakfast _____ Morning recess _____ Afternoon recess _____

Supper _____ Other (describe) _____

6. ESTIMATED AND MEAL SERVICE

- A. Estimated average daily attendance _____ for month of _____
- B. Estimated average number of lunches to be served to all children daily _____
- C. Estimated average number of lunches to be served to eligible children daily _____
- D. Estimated average number of lunches to be served at no cost to eligible children daily _____

7. CHECK TYPE OF SCHOOL:

- A. Elementary _____ Junior High _____ High _____ Consolidated _____
Pre-school or nursery _____ Child Welfare Center _____
Other (describe fully) _____
- B. Mixed _____ White _____ Negro _____ Other (describe) _____
- C. Public _____ Parochial _____ Other (describe) _____

8. CHECK TYPE OF COMMUNITY AND GIVE POPULATION:

Rural _____ Urban (population over 2500) _____ Population _____

9. SPONSOR:

School Board _____ Principal _____ Teacher _____
PTA _____ Civic Club (name) _____
Other (explain) _____

10. CHECK TYPE OF FACILITIES AVAILABLE:

Central kitchen (serving more than one school) _____
School kitchen _____ Preparation in classroom _____
Other (describe) _____

11. FOOD WILL BE PREPARED AND SERVED BY:

WPA labor _____ Paid labor _____ Donations _____
Volunteer or other (explain fully) _____

To the Honorable

Commissioner

State

County, School District, or Municipal Corporation of Illinois (or Virginia, if child welfare agency)

Agency

Child Welfare Agency Representative

Agency

Date of Approval

Date of Discontinuation

MONTHLY REPORT OF SCHOOL INSTRUCTION OPERATIONS

Supplementary Feeding **Ready-to-serve foods**

Av. no. eligible children served lunches at no cost daily? _____ Av. no. eligible children to be served lunches at no cost daily? _____

[illegible]

Time (hr)	95.83 hr	Time (hr)	95.83 hr
0	0.00	0	0.00
1	0.01	1	0.01
2	0.02	2	0.02
3	0.03	3	0.03
4	0.04	4	0.04
5	0.05	5	0.05
6	0.06	6	0.06
7	0.07	7	0.07
8	0.08	8	0.08
9	0.09	9	0.09
10	0.10	10	0.10
11	0.11	11	0.11
12	0.12	12	0.12
13	0.13	13	0.13
14	0.14	14	0.14
15	0.15	15	0.15
16	0.16	16	0.16
17	0.17	17	0.17
18	0.18	18	0.18
19	0.19	19	0.19
20	0.20	20	0.20
21	0.21	21	0.21
22	0.22	22	0.22
23	0.23	23	0.23
24	0.24	24	0.24
25	0.25	25	0.25
26	0.26	26	0.26
27	0.27	27	0.27
28	0.28	28	0.28
29	0.29	29	0.29
30	0.30	30	0.30
31	0.31	31	0.31
32	0.32	32	0.32
33	0.33	33	0.33
34	0.34	34	0.34
35	0.35	35	0.35
36	0.36	36	0.36
37	0.37	37	0.37
38	0.38	38	0.38
39	0.39	39	0.39
40	0.40	40	0.40
41	0.41	41	0.41
42	0.42	42	0.42
43	0.43	43	0.43
44	0.44	44	0.44
45	0.45	45	0.45
46	0.46	46	0.46
47	0.47	47	0.47
48	0.48	48	0.48
49	0.49	49	0.49
50	0.50	50	0.50
51	0.51	51	0.51
52	0.52	52	0.52
53	0.53	53	0.53
54	0.54	54	0.54
55	0.55	55	0.55
56	0.56	56	0.56
57	0.57	57	0.57
58	0.58	58	0.58
59	0.59	59	0.59
60	0.60	60	0.60
61	0.61	61	0.61
62	0.62	62	0.62
63	0.63	63	0.63
64	0.64	64	0.64
65	0.65	65	0.65
66	0.66	66	0.66
67	0.67	67	0.67
68	0.68	68	0.68
69	0.69	69	0.69
70	0.70	70	0.70
71	0.71	71	0.71
72	0.72	72	0.72
73	0.73	73	0.73
74	0.74	74	0.74
75	0.75	75	0.75
76	0.76	76	0.76
77	0.77	77	0.77
78	0.78	78	0.78
79	0.79	79	0.79
80	0.80	80	0.80
81	0.81	81	0.81
82	0.82	82	0.82
83	0.83	83	0.83
84	0.84	84	0.84
85	0.85	85	0.85
86	0.86	86	0.86
87	0.87	87	0.87
88	0.88	88	0.88
89	0.89	89	0.89
90	0.90	90	0.90
91	0.91	91	0.91
92	0.92	92	0.92
93	0.93	93	0.93
94			

Page 2

INSTRUCTIONS FOR THE PREPARATION OF THE
MONTHLY REPORT OF SCHOOL LUNCH OPERATIONS

1. Copies of the report form will be furnished to each school (and child welfare center) by the commodity warehouse manager before the end of each month. Columns 1 and 2 will be completed by the commodity warehouse manager to indicate commodities available according to the type of school lunch program operated by the school (or child welfare center) and will show the rate of distribution per child for each commodity.
2. Each school (or child welfare center) will complete the form on the last day of the month giving a report on school lunch operations for the month just ended, an estimate of operations for the following month, the actual physical count of the inventories on hand on the last of the month (Column 3) and the quantity of each commodity requested (Column 4) according to the distribution schedule per eligible child (Column 5). The information on attendance and lunches served must be computed on the basis of actual records of the school (or child welfare center).
3. The commodity warehouse manager will check the reports to determine if it is completely and accurately filled out. Commodities cannot be allocated to any school (or child welfare center) unless all required information is included by the person responsible for the School Lunch program.
4. Commodities will be allocated on the basis of the number of eligible children who will participate during the distribution period. The quantity of each commodity allocated shall not be in excess of the maximum distribution rate per child multiplied by the number of participating eligible children, adjusted to the inventory on hand.
5. The certification in the lower left-hand corner, which applies to school data, must be signed by the person responsible for the School Lunch program. The certification in the lower right-hand corner, which applies to the receipt of commodities, must be signed by the authorized representative of the school at the time that the commodities are received.
6. Commodities are not to be accepted in quantities in excess of the amount that can be properly stored, prepared and consumed prior to the next distribution, so as to prevent waste and spoilage.

THE HISTORY OF THE

First part of the history of the

Second part of the history of the

Third part of the history of the

Fourth part of the history of the

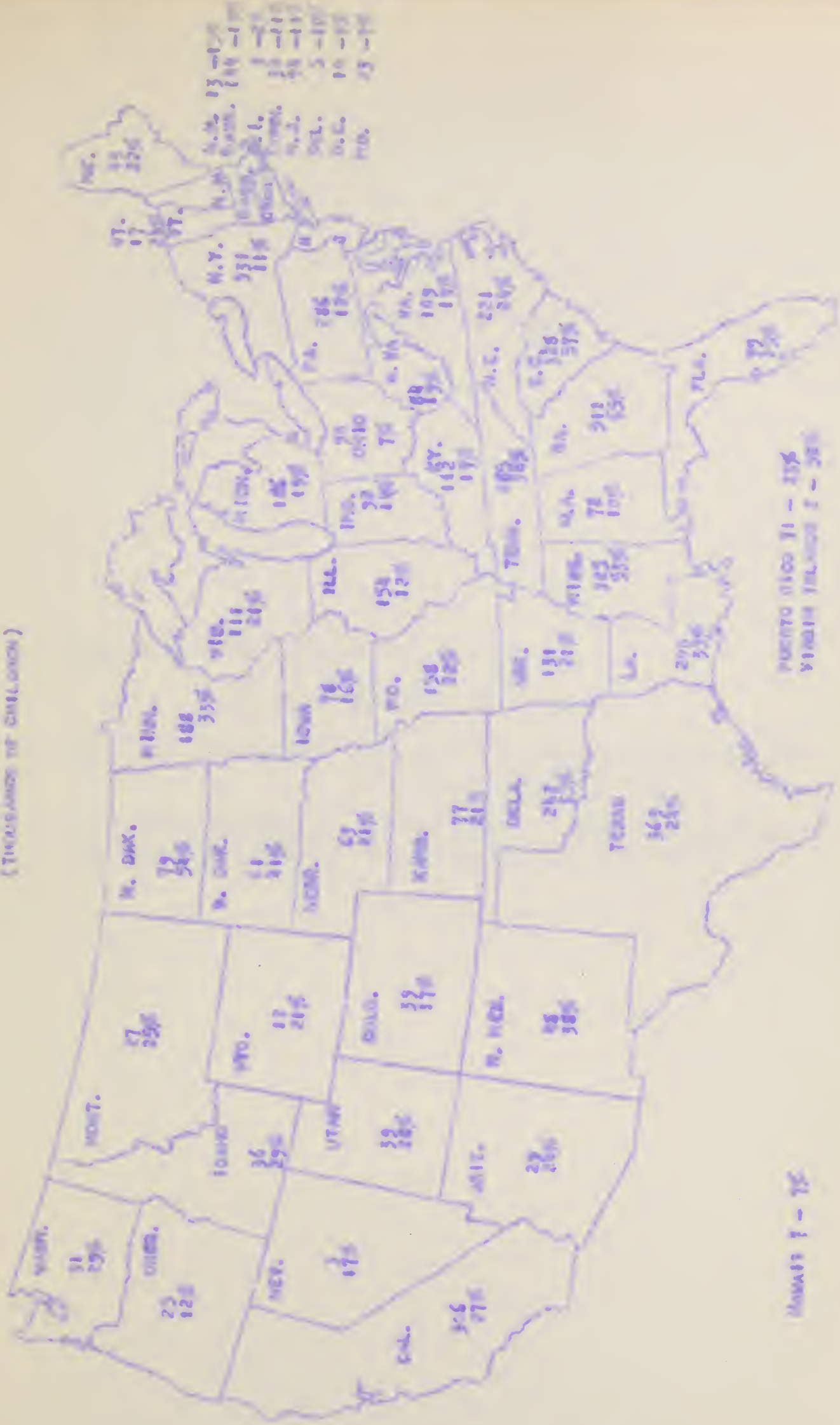
Fifth part of the history of the

Sixth part of the history of the

STATE	DEFENSE CONTRACTS AWARDED IN 1993	DEFENSE CONTRACTS PERFORMED IN 1993	DEFENSE CONTRACTS COMPLETED IN 1993
Alabama	1	1	1
Alaska	1	1	1
Arizona	1	1	1
Arkansas	1	1	1
California	1	1	1
Colorado	1	1	1
Connecticut	1	1	1
Delaware	1	1	1
District of Columbia	1	1	1
Florida	1	1	1
Georgia	1	1	1
Hawaii	1	1	1
Idaho	1	1	1
Illinois	1	1	1
Indiana	1	1	1
Iowa	1	1	1
Kansas	1	1	1
Kentucky	1	1	1
Louisiana	1	1	1
Maine	1	1	1
Maryland	1	1	1
Massachusetts	1	1	1
Michigan	1	1	1
Minnesota	1	1	1
Mississippi	1	1	1
Missouri	1	1	1
Montana	1	1	1
Nebraska	1	1	1
Nevada	1	1	1
New Hampshire	1	1	1
New Jersey	1	1	1
New Mexico	1	1	1
New York	1	1	1
North Carolina	1	1	1
North Dakota	1	1	1
Ohio	1	1	1
Oklahoma	1	1	1
Oregon	1	1	1
Pennsylvania	1	1	1
Rhode Island	1	1	1
South Carolina	1	1	1
South Dakota	1	1	1
Tennessee	1	1	1
Texas	1	1	1
Utah	1	1	1
Vermont	1	1	1
Virginia	1	1	1
Washington	1	1	1
West Virginia	1	1	1
Wisconsin	1	1	1
Wyoming	1	1	1
TOTAL	11,375	11,375	11,375

FOR NUMBER OF CHILDREN PARTICIPATING IN SCHOOL LUNCH PROGRAMS AND FREE COOK
OF SCHOOL ENROLLMENT
FISCAL YEAR 1942

(THOUSANDS OF CHILDREN)



VI -- SCHOOL LUNCH PROGRAM

A - Washington Office Letter No. F-1 --

Community School Lunch Programs

**B - School Lunch Program: Cost to AHA and Average Participation,
by States, Fiscal Year 1943**

**C - Peak Number of Children Participating in School Lunch Program
and Per Cent of School Enrollment, Fiscal Year 1942**

VI - SPECIAL STUDY GROUP

A - Washington Office Letter No. 1-1-44

Continued from page 1

B - Special Study Group: List of the various organizations
by subject, dated 1-1-44

C - Special Study Group: List of the various organizations
and the date of their formation, dated 1-1-44